

III-D Document File Reporting

The primary objective of the Document File is to provide detailed information for General Ledger Accounts that require document level support. These accounts include encumbrances, obligations, accounts payable, accounts receivable and advances. Accounting events are recorded on a document-by-document basis. For example, when a contract is issued, an encumbrance is recorded with a unique document number and a record is established in the Document File. Payment activity against this encumbrance is posted directly to the unique document number, which allows the document number balance to be tracked at all times. The same document-by-document recording of accounting events applies to all General Ledger Accounts with Document File support.

The Document File has financial fields to keep track of the original amount of the document, adjustments to increase or decrease the original amount, liquidations, and collections/payments. The Retention Amount financial field is not currently used.

The amount shown in liquidations and collections/payments will generally be the same for most General Ledger Accounts. However, for Encumbrances the amounts can differ. When an accounting event is posted that is greater than the available balance on an Encumbrance document, the Collections/payments financial field is posted with the transaction amount while the Liquidations financial field is posted with an amount equal to the calculated Available Balance for the encumbrance document.

FILE INFORMATION

All documents that are closed or have a zero balance (calculated as the sum of Original, Adjustments and Liquidations) are purged from the Document File 90 days after the close date in the document record. This occurs at the end of each calendar month unless the **S** Modifier has been used to save the document. The purged documents are shown on the CSB053-1 Report (no example is provided). When a document is established and liquidated (zero balance) in the same Fiscal Month, it is purged from the Document File when that Fiscal Month is no longer available for posting. The document record appears on the reports for the Fiscal Month of activity only. When a Document is established and reversed in the same month, it is purged from the Document File immediately and does not appear on any of the reports. When the PY report period option is entered, Document File reports do not include documents with zero balances.

The chart on the next page identifies the source of data and controlling factors that determine the control key for the Document File. Not all elements listed in the control key are used by each agency. Building the contra key depends on how an agency has established their table posting indicators, as shown on the chart.

Posting indicators are explained in Volume 2, Chapter IV, Table Maintenance Coding Procedures.

Detailed descriptions and illustrations of the Document File reports are displayed on the pages following the Document File key chart.

DOCUMENT FILE KEY

NAME	SOURCE	CONTROLLING FACTORS
Organization	Sign on/Security	Name/Password
Section	IC Table look-up	If AS Table Appropriation Org Level indicator is 1
AS Number	Coded or PA look-up	None
FFY	Transaction	None
Program	PA Table look-up	If AS Table Appropriation Program Level indicator is 1, 2, 3 or 4
Element	PA Table look-up	If AS Table Appropriation Program Level indicator is 2, 3 or 4
Component	PA Table look-up	If AS Table Appropriation Program Level indicator is 3 or 4
Task	PA Table look-up	If AS Table Appropriation Program Level indicator is 4
Reference	AS Table look-up	None
Fund	Coded or PA look-up	None
Fund Source	Coded or PA look-up	None
Method	Coded or PA look-up	None
Fund Detail	Coded or PA look-up	If D23 Appropriation Control Indicator is 1
Character	AS Table look-up	None
Category	Transaction Object Detail look-up	If AS Table Appropriation Object Level indicator is 1, 2 or 3
Object	Transaction Object Detail look-up	If AS Table Appropriation Object Level indicator is 2 or 3
Object Detail	Transaction	If AS Table Appropriation Object Level indicator is 3
Enactment Year	AS Table look-up	None
Source	Transaction	None
General Ledger	TC Table look-up	None
Document Number	Transaction	None
Document Suffix	Transaction	None

There are other fields in an accounting transaction that have an impact on subsequent postings to a Document File record once it is established. The following indicators listed below should not be changed once the table record has been used to establish a Document File record:

- AS Table: Allotment Program Level Indicator;
- PA Table: Allotment Program Level Indicator;
- IC Table: Allotment and General Ledger Organization Level Indicator;
- PC Table: Object Posting Level Indicator; General Ledger Posting Level Indicator; and Project Type; and,
- D23 Descriptor Table (Fund Detail): Allotment and Grant Project Fund Level Indicators.

EXHIBIT III-DB1

REPORT NAME:	SCO Reconciliation Report			REPORT NO:	CSTARDB1
PURPOSE:	Displays summarized appropriation amounts used in the monthly SCO/CALSTARS reconciliations.				
DESCRIPTION:	This report combines data from the Appropriation and Document Files by Enactment Year. It is used in conjunction with the HB4 Report for reconciling appropriation accounts with the SCO. It is supported by the D16 Report. The D16 Report lists documents that make up the totals that appear on the DB1 Report. See the DB2 Report for automated SCO reconciliations.				
REPORT REQUEST OPTIONS:					
Report Period:					
FM: CM, PM or PY					
P: Not Applicable					
Level of Detail:					
<u>Index (I)</u>		<u>Program (P)</u>		<u>Object/Source(O/S)</u>	
0-No Organization		Not Applicable		Not Applicable	
1-Section				Fund (F)	
				1-Fund	
				2-Fund Detail	
Fund Selection: Blank (all Funds) or any valid Fund, except Fund 0998.					
GLA Selection: Not applicable					
Additional Report Selection Options Popup Screen: Not applicable					
Destination Options: All available output media					
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:					
Report Period FM: PM or PY					
Level of Detail: All options available					
Fund Selection: Blank only					
FINANCIAL ELEMENTS:					
Beginning Balance: The ending balance from the prior month's DB1. Normal balance is a Debit for Receivables; Credit for Payables.					
Net Monthly Activity: Activity occurring during the month for the General Ledger Account (GLA) within the Appropriation Account. Balance may be either a Debit or a Credit.					
Ending Balance: Calculated as the sum of Beginning Balance and Net Monthly Activity. Normal balance is a Debit for Receivables; Credit for Payables.					
Balance for SCO Reconciliation: Ending Balance with the correct sign required for entry on the SCO/CALSTARS reconciliation forms. Usually the reverse sign of the Ending Balance.					

EXHIBIT III-DB1 (Continued)

REPORT NAME: SCO Reconciliation Report	REPORT NO: CSTARDB1
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SPECIAL NOTES:

Data is displayed in one of these General Ledger Account (GLA) Type classifications:

Receivables:	Document File records with GLAs 0001-1999;
Payables:	Document File records with GLAs 3000-6170;
Other:	Document File records with GLAs 2000-2999 and 6171-9999 and all Appropriation File records.

The report is organized by SCO Type in the same order as the SCO Agency Reconciliation Report: SCO Type R-Revenues first; then D-Disbursements (Expenditures), F-Reimbursements, F-Federal Funds, T-Operating Transfers and finally, D-Disbursements (Advances).

Document File records are included when they have an Appropriation Symbol number, are not in Fund 0998 (ORF), and the GLA is one of the following: 1190, 1311 through 1314, 1320, 1330, 1400, 1500, 1710, 1730, 1740, 1750, 3010, 3020, 3110, 3210, 3220, 3290, 3310, 6150 or 6170. Document File records in GLAs 1400, 1500 and 3020 are not included when they do not have an Appropriation Symbol number.

Document File records with a zero balance are excluded from the report.

Document File records with an AS Table Account Type of **CA** are identified as the "Clearing Account."

Document File records with a Source of **4nnnnn**, **58nnnn** or **9nnnnn** do not have Source displayed on the report.

Scheduled Reimbursements includes Appropriation File records with Account Type **90**, or any other Account Type (except **91** or **92**) that contains data in one of the Reimbursement Financial Fields. Miscellaneous Reimbursements have an Account Type of **92** and Unscheduled Reimbursements have an Account Type of **91**.

If the AS Table Account Type is **PR**, the Reference is followed with the FFY from the AS Table.

If the Reference is **980**, it is set to **000** for display on the report.

Account Type **CA** has Program set to **99**.

The following Appropriation File financial fields are shown as specific GLAs on the report:

<u>GLA</u>	<u>AP File Financial Field</u>
6297	Net Cost Allocation
6297	SCO PFA Posted
1110	Unremitted Abatement, Revenue & Reimbursement
1150	Intransit Abatement, Revenue & Reimbursement
6160	Monthly Allocated Encumbrances
6151	Annual Allocated Encumbrances

EXHIBIT III-DB1 (Continued)

REPORT NAME: **SCO Reconciliation Report**REPORT NO: **CSTARDB1****REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Section	Level of Detail: I	Yes	No
Fund	Level of Detail: F	Yes	No
ENY	None	Yes	No
Reference	None	Yes	No
SCO Type	None	Yes	No
Account Type	None	Yes	No
Program/Category/Source ^{1/}	None	Yes	No
General Ledger Type Number	Not shown on report ^{2/}	No	No
General Ledger Type	Not shown on report ^{2/}	No	No
General Ledger Account	None	No	Yes

^{1/} Program/Category/Source records are sorted in the following sequence:

Clearing Account (Account Type **CA**);
 Category;
 Program; then
 Source Code.

^{2/} The following values are assigned for General Ledger Type Number and General Ledger Type based on the General Ledger Account Number:

<u>GLA SERIES</u>	<u>No.</u>	<u>TYPE</u>
0001 - 2000	1	Receivables
2999 - 6170	2	Payables
All Others	4	Other

EXHIBIT III-DB1 (Continued)

DB1 Report SCO Type File Classification

This table displays the report selection criteria. The DB1 Report uses Source for matching. Document File records with Source **4nnnnn**, **58nnnn** or **9nnnnn** are ignored when matching Appropriation File records because these codes are not posted to the Appropriation File.

SCO Type	DF File Record Selection Criteria	AP File Record Selection Criteria
R - Revenues	SCO Type "R - Revenue" assigned if Fund is <u>NOT</u> 0888 or 0890 and when: 1) GLA is 1320, 1330, 1400, 1500 or 3020; Appropriation Symbol is present; <u>AND</u> Source is 400000-579999 , 590000-699999 . 2) GLA is 1313 or 1314; <u>AND</u> Appropriation Symbol is present.	SCO Type "R - Revenue" assigned if Fund is <u>NOT</u> 0888 or 0890 for: 1) Unremitted Revenue—shown as GLA 1110-Unremitted Cash. 2) In-transit Revenue—shown as GLA 1150-Cash in Transit.
D - Disbursements (Expenditures)	SCO Type "D - Disbursement (Expenditures)" assigned when: 1) GLA is 1311, 3010, 3040, 3110, 3210, 3220, 3290, 3310, 6150 or 6170; <u>AND</u> Appropriation Symbol is present. 2) GLA is 1320, 1330, 1400, 1500 or 3020; Appropriation Symbol is present; <u>AND</u> Source is blank , 000000-299999 , 580000-589999 . 3) GLA is 3020 and Appropriation Symbol is <u>NOT</u> present.	SCO Type "D - Disbursement (Expenditures)" assigned for: 1) Unremitted Abatements—shown as GLA 1110-Unremitted Cash. 2) In-Transit Abatements—shown as GLA 1150-Cash in Transit. 3) SCO PFA Posted Less Net Cost Allocation—shown as GLA 6297-PFA Outstanding. 4) Displays either Monthly Allocated Encumbrances—shown as GLA 6160-Monthly Allocated Encumbrances; <u>OR</u> Annual Allocated Encumbrances—shown as GLA 6151-Annual Allocated Encumbrances.
F - Reimbursements	SCO Type "F - Reimbursements" assigned when: 1) GLA is 1320, 1330, 1400, 1500 or 3020; Appropriation Symbol is present; <u>AND</u> Source is 9nnnnn . 2) GLA is 1312 <u>AND</u> Appropriation Symbol is present.	SCO Type "F - Reimbursements" assigned for: 1) Unremitted Reimbursements—shown as GLA 1110-Unremitted Cash. 2) In-Transit Reimbursements—shown as GLA 1150-Cash in Transit.
F - Federal Funds	SCO Type "F - Federal Funds" assigned if Fund is 0888 or 0890 and when: 1) GLA is 1320, 1330, 1400, 1500 or 3020; Appropriation Symbol is present; <u>AND</u> Source is 400000-579999 , 590000-699999 . 2) GLA is 1313 or 1314; <u>AND</u> Appropriation Symbol is present.	SCO Type "F - Federal Funds" assigned if Fund is 0888 or 0890 for: 1) Unremitted Revenue—shown as GLA 1110-Unremitted Cash. 2) In-Transit Revenue—shown as GLA 1150-Cash in Transit.
T - Operating Transfers	SCO Type "T - Operating Transfers" assigned when: 1) GLA is 1320, 1330, 1400, 1500 or 3020; Appropriation Symbol is present; <u>AND</u> Source is 3nnnnn . 2) GLA is 1400, 1500; <u>AND</u> Appropriation Symbol is <u>NOT</u> present.	No matching Appropriation File records.
D - Disbursements (Advances)	SCO Type "D - Disbursement (Advances)" assigned when: GLA is 1190, 1710, 1730, 1740 or 1750; <u>AND</u> Appropriation Symbol is present.	No matching Appropriation File records.

EXHIBIT III-DB1 (Continued)

CSTARDB1 9990 (DEST: AA SPEC) PM, ,0,0,0,1, ***** RUN:12/17/04 TIME:06.00
 FISCAL MONTH: 05 NOVEMBER 0(ORG)***** 1(FUND) FUND(ALL)*****
 DEPARTMENT OF AIR QUALITY
 SCO RECONCILIATION REPORT
 AS OF 11/30/04

***** PAGE 7
 FUND: 0001 GENERAL FUND
 ENACTMENT YEAR: 03
 REFERENCE: 001
 SCO TYPE: D DISBURSEMENTS (EXPENDITURES)
 ACCOUNT TYPE: CA CALSTARS CLEARING ACCOUNT
 PROG/CAT/SOURCE: 99 --- CLEARING ACCOUNT

G/L TYPE	G/L ACCT	DESCRIPTION	----- S U M M A R Y O F D O C U M E N T S -----	BALANCE FOR SCO RECONCILIATION
			BEGINNING BALANCE NET MONTHLY ACTIVITY ENDING BALANCE	
RECEIVABLES	1311	ACCOUNTS/REC - ABATEMENTS	1,236.62 377.35- 859.27	859.27-
*TOTAL RECEIVABLES			1,236.62 377.35- 859.27	
PAYABLES	3010	ACCOUNTS PAYABLE	54,795.34- 278.22- 55,073.56-	55,073.56
	3020	CLAIMS FILED	193,786.51- 174,538.93 19,247.58-	19,247.58
	3220	DUE TO LOCAL GOVERNMENT	1,195,111.85- 1,194,981.85 130.00-	130.00
	6150	ENCUMBRANCES	22,032,203.50 578,593.62- 21,453,609.88	21,453,609.88
*TOTAL PAYABLES			20,588,509.80 790,648.94 21,379,158.74	
OTHER	1110	UNREMITTED CASH	1,578.71 1,300.85- 277.86	277.86-
	6160	MONTHLY ALLOC ENC	0.00 21,453,609.88- 21,453,609.88-	21,453,609.88-
	6297	PFA OUTSTANDING	3,171,042.25 2,271,243.14- 899,799.11	899,799.11-
*TOTAL OTHER			3,172,620.96 23,726,153.87- 20,553,532.91-	

EXHIBIT III-DB1 (Continued)

CSTARDB1 9990 (DEST: AA SPEC) PM, ,0,0,0,1, ***** RUN:12/17/04 TIME:06.00
 FISCAL MONTH: 05 NOVEMBER 0(ORG)***** 1(FUND) FUND(ALL)*****

DEPARTMENT OF AIR QUALITY SCO RECONCILIATION REPORT AS OF 11/30/04

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FUND: 0419 WATER RECYCLING SUBACCOUNT
 ENACTMENT YEAR: 04
 REFERENCE: 101
 SCO TYPE: D DISBURSEMENTS (EXPENDITURES)
 ACCOUNT TYPE: 00 SCHEDULED ITEM
 PROG/CAT/SOURCE: 10

			----- S U M M A R Y O F D O C U M E N T S -----			BALANCE FOR SCO
G/L TYPE	G/L ACCT	DESCRIPTION	BEGINNING BALANCE	NET MONTHLY ACTIVITY	ENDING BALANCE	RECONCILIATION
PAYABLES	6150	ENCUMBRANCES	10,195,787.00	0.00	10,195,787.00	10,195,787.00
*TOTAL PAYABLES			10,195,787.00	0.00	10,195,787.00	

EXHIBIT III-DB2

REPORT NAME:	SCO/CALSTARS Monthly Reconciliation Report	REPORT NO:	CSTARDB2
PURPOSE:	Used to perform the monthly appropriation reconciliation of CALSTARS to the SCO balances.		
DESCRIPTION:	<p>The report combines Appropriation File and Document File data with the SCO Agency Reconciliation File (SCO Agency File) for the purpose of performing an automated reconciliation of Appropriation Balances between SCO and CALSTARS. Records from each of these files are combined with the SCO Account information shown on the SCO Agency Reconciliation Report. The SCO Account information for the CALSTARS Appropriation File and Document File records is maintained in the AS Table. The report shows one appropriation item per page and indicates whether or not the CALSTARS Appropriation Balance matches the balance per SCO. The report is printed in a worksheet format that may be used to identify and reconcile out of balance appropriations. This report may also be used to verify that the SCO Account Segments in the AS Table are set up correctly for the Automated Year-end process.</p>		
REPORT REQUEST OPTIONS:			
Report Period:			
FM: PM or PY (See special notes.) P: B=Balanced records only; U=Unbalanced records only; Blank=All records			
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
0 – all the report	Not Applicable	Not Applicable	Not Applicable
1 - all detail account types "D", "R", "T" "F"			
2 - just control part of report "C" and "Q" accounts			
3 - just disbursing accounts "D"			
4 - just revenue accounts "R"			
5 - just transfer accounts "T"			
6 - just reimbursements "F"			
Fund Selection: Blank (all Funds) or any valid Fund			
GLA Selection: Used to select a specific enactment year. Blank (all Enactment Years) or any valid 4-digit Enactment Year.			
Additional Report Selection Options Popup Screen: Not applicable			
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: All options available P: Blank only Level of Detail: All options available Fund Selection: Blank only GLA Selection: Blank only			

EXHIBIT III-DB2 (Continued)

REPORT NAME: SCO/CALSTARS Monthly Reconciliation Report	REPORT NO: CSTARDB2
FINANCIAL ELEMENTS: HEADER: <p>SCO Account: This is the SCO Account Information used to match SCO and CALSTARS data for this report. For the CALSTARS data, the SCO Account Information comes from the AS Table. This information should agree with the appropriation coding on the SCO Agency Reconciliation Report. The fields displayed are as follows: ORG, FUND, SUB-FD, EY, REF, CAT, PGM, ELEM, COMP, TASK, REV-ACCT, AT, CT. This segment is blank for an appropriation item if the AS Table SCO Account Segment is blank.</p> <p>CALSTARS Account: Within each SCO Account, the following CALSTARS fields are displayed: ORG, SEC, FUND, FD-DTL, EY, REF, CAT, OBJ, OD, PGM, ELEM, COMP, TASK, SOURCE, AT, FFY, APPN-SYM. The CALSTARS Account fields display the appropriation coding structure maintained within the CALSTARS Appropriation and Document Files. This coding structure may be different from the SCO Account Information due to coding difference between SCO and CALSTARS.</p> <p>With some exceptions, if any of the CALSTARS fields are not unique, multiple appropriation coding lines will be displayed in the CALSTARS Account section. The Section field and the Fund Detail field will display '***' when multiple values are encountered. For Partial Reappropriations (where the CALSTARS Account Type is PR), the REFERENCE field will display the reference value followed by the last two digits of the FFY (i.e., 00198).</p> <p>If the SCO Account section above is blank, the CALSTARS Account fields will continue to display the appropriation coding structure as reflected in the CALSTARS files. However, a change in any one field value, with some exceptions, will cause a page break to occur. For the Section and the Fund Detail fields, multiple values will cause '***' to be displayed and page breaking will not occur. The DB2 report may still be used by Agencies as a worksheet in the reconciliation process, however, the SCO Account section must be written manually.</p> <p>ACCOUNT BALANCE PER STATE CONTROLLER'S OFFICE RECORDS:</p> <p>Budget/Adjust/Advance: The ending balance from the SCO Agency Reconciliation Report (FC-320-01-P) Budget/Adjustments and Advances columns.</p> <p>Receipt/Disbursements: The ending balance from the SCO Agency Reconciliation Report Expend/Revenue column.</p> <p>Balances: The ending balance from the SCO Agency Reconciliation Report Avail/Unrealized column.</p> <p>APPLY: CURRENT YEAR ACCRUALS:</p> <p>Accrual information is extracted for the reconciliation process from the CALSTARS Appropriation File and the Document File and displayed in this section summarized by General Ledger Account.</p> <p>Document File records are included in this section when they have an Appropriation Symbol, are not in Fund 0998 (ORF), and the GLA is one of the following: 1190, 1311 through 1314, 1320, 1330, 1400, 1500, 1710, 3010, 3020, 3110, 3210, 3220, 3290, 3310, 6150 or 6170. Records with a zero balance are excluded from the report.</p>	

EXHIBIT III-DB2 (Continued)

REPORT NAME: SCO/CALSTARS Monthly Reconciliation Report	REPORT NO: CSTARDB2
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FINANCIAL ELEMENTS: (Continued)

APPLY: CURRENT YEAR ACCRUALS (Continued):

Appropriation File records are included when balances are found in any one of the AP File Financial Fields listed and they are displayed on DB2 report by the General Ledger Accounts shown:

<u>GLA</u>	<u>AP File Financial Field</u>
6297	Net Cost Allocation
6297	SCO PFA Posted
1110	Unremitted Abatement, Revenue, Reimbursement
1150	Intransit Abatement, Revenue, Reimbursement
6160	Monthly Allocated Encumbrances
6151	Annual Allocated Encumbrances

NOTE: GLA 6297 is shown as the sum of the Net Cost Allocation and SCO PFA Posted financial fields. GLA 6151 is displayed on a PY report. GLA 6160 is displayed on a PM report.

Budget/Adjust/Advance: This column is blank because accruals are not reported as Budgets/Adjustments or Advances.

Receipt/Disbursements: The summarized GLA balance of Document and Appropriation File records with the correct sign required for entry on the SCO/CALSTARS reconciliation forms. Usually the reverse sign of the GLA normal balance.

Balances: The sum of the Budget/Adjust/Advance and Receipt/Disbursements columns.

Total Accruals: The sum by column of the accruals listed.

SCO ADJUSTED BALANCE: The sum of the Account Balance Per State Controller's Office Records and the Total Accruals from the Balances column. This total should balance to the Balance Per CALSTARS if there are no reconciling items.

Adjustment to SCO Accounts: This worksheet area is designed for agencies to list the reconciling items pending with the SCO in which the CALSTARS records are correctly posted. In the Date Corrected area list the SCO document number and date of the correcting entry.

SCO Final Adjusted Balance: If reconciling items were entered above, use this section to summarize the SCO Adjusted Balance and the Adjustment to SCO Accounts by column.

BALANCE PER CALSTARS: The Appropriation balance shown in this section is extracted from the CALSTARS Appropriation File. These totals should balance to the SCO Adjusted Balance if there are no reconciling items.

Budget/Adjust/Advance: The amount shown is a sum of the following Appropriation File Financial Fields: Budget, Revisions, Reserve, Reversion, Allocated to Units, Allocated from HQ, Estimated Reimbursements, and Estimated Revenue.

EXHIBIT III-DB2 (Continued)

REPORT NAME: SCO/CALSTARS Monthly Reconciliation Report	REPORT NO: CSTARDB2
FINANCIAL ELEMENTS (Continued): <p>BALANCE PER CALSTARS: (Continued)</p> <p>Receipt/Disbursements: The amount shown is a sum of the following Appropriation File Financial Fields: Net Transfer, Earned Reimbursements, Earned Revenue, Expenditures, Encumbrances, Obligations, and Allocated Encumbrances (annual or monthly).</p> <p>Balances: The amount is a sum of the Budget/Adjust/Advance and Receipt/Disbursements fields above.</p> <p>Adjustment to CALSTARS Accounts: This worksheet area is designed for agencies to list the reconciling items and their effect on each of the columns. In the Date Corrected area list the batch and FM the correction is recorded.</p> <p>CALSTARS Final Adjusted Balance: If reconciling items were entered above, use this section to summarize the Balance per CALSTARS and the Adjustment to CALSTARS Accounts. The Balances column should match the SCO Final Adjusted Balance when each account is fully reconciled.</p> <p>SIGNATURE AREA: Once the reconciliation is complete and balanced, the person performing the reconciliation and person reviewing the reconciliation should sign and date in the appropriate places.</p> <p>MESSAGES: The report appends the SCO Account Information from the AS Table to each record from the Document and Appropriation File. These records are then matched to the SCO Agency File for reporting. There are four possible results when matching records between SCO and CALSTARS and the resulting condition is indicated by a message printed on the bottom of the report. The messages are as follows:</p> <p style="padding-left: 40px;">AS TABLE NOT FOUND OR NO CALSTARS SCO ACCOUNT DATA SCO ACCOUNT DATA - FOUND NO CALSTARS DATA CALSTARS SCO ACCOUNT DATA - FOUND NO SCO DATA MATCHING SCO AND CALSTARS SCO ACCOUNT DATA FOUND</p> <p>A comparison is also done between the amounts shown in the Balances column of the SCO ADJUSTED BALANCE and the BALANCE PER CALSTARS lines. If they do not equal, the message "OUT OF BALANCE BY \$" is printed in the bottom right corner of the report.</p> <p>See the Special Notes area for a discussion on the other columns.</p>	
SPECIAL NOTES: <p>This report is sorted by the SCO Account Section coding. Records with no SCO Account Section coding (AS TABLE NOT FOUND OR NO CALSTARS SCO ACCOUNT DATA) are located in the front of the report.</p> <p>CALSTARS records with a Source of 4nnnnn, 58nnnn or 9nnnnn do not have Source displayed on the report.</p> <p>For reconciliation purposes, it is not necessary to manually add prior year balances to current year balances. Prior year balances are included in the DB2 amounts.</p>	

EXHIBIT III-DB2 (Continued)

REPORT NAME: SCO/CALSTARS Monthly Reconciliation Report	REPORT NO: CSTARDB2
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SPECIAL NOTES (Continued):

Balances between SCO and CALSTARS in the Budget/Adjust/Advance and Receipt/Disbursements columns may not be equal. This may occur if accounting activity was not posted or was posted incorrectly. Proper corrective action should be taken. However, if a prior year appropriation has an out of balance condition between columns, by offsetting amounts, it is most likely the accruals from the previous year. No corrective action is necessary.

On a revenue account, an Out of Balance condition may represent prior year accruals. Make a notation in the Adjustment to SCO Accounts and record the accrual figures in the proper columns. This is similar to the Report 15, Reverse Prior Year Accrual process and will assist in the preparation of this year-end report.

To determine the accrual figures for both expenditures and revenues, agencies may use the prior year reconciliations, Report 1 adjusted by encumbrances, Report 15 adjusted by encumbrances and Report 3. In Report 1 and Report 15 the encumbrances are adjusted out of the accruals because they do not reduce the appropriation balance brought forward and will be included as current year expenditures.

Report includes 'C' and 'Q' accounts. The accruals displayed for these control accounts are all the accruals of the individual CALSTARS appropriations that roll up to the particular C or Q control account. The amount displayed for the "Balance Per CALSTARS" is the sum of the balances for each of the individual CALSTARS appropriations.

REPORT SORT:

SCO DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Organization	None	Yes	No
Fund	None	Yes	No
Sub-Fund	None	Yes	No
ENY	None	Yes	No
Reference	None	Yes	No
Category	None	Yes	No
Program	None	Yes	No
Element	None	Yes	No
Component	None	Yes	No
Task	None	Yes	No
Revenue Account	None	Yes	No
Account Type	None	Yes	No
Control Type	None	Yes	No

The SCO Account information is derived from the AS Table. Therefore, if multiple Appropriation Symbols look up the same SCO Account information, multiple lines are displayed in the report heading showing the different CALSTARS records. It does not necessarily result in a separate report page.

If the SCO Account Section on the Report is blank, page breaking occurs on a change in any CALSTARS Account field value, with some exceptions. For the Section and the Fund Detail fields, multiple values cause '***' to be displayed and page breaking does not occur.

EXHIBIT III-DB2 (Continued)

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CSTARDB2 9990 (DEST: A1 CPT1) PM, ,0,0,0,0, , , , , , , ***** RUN:10/17/04 TIME:20:08
```

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FISCAL MONTH: 03 SEPTEMBER ***** FND(ALL)* GL(ALL)*
```

DEPARTMENT OF AIR QUALITY
SCO/CALSTARS MONTHLY RECONCILIATION REPORT
AS OF 09/30/04

***** PAGE 7

SCO ACCOUNT:	ORG	FUND	SUB-FD	EY	REF	CAT		PGM	ELEM	COMP	TASK	REV-ACCT	AT	CT
	9990	0001		1999	001									C

[illegible]

		GL ACCT	BUDGET/ADJUST ADVANCE	RECEIPT/ DISBURSEMENTS	BALANCES
ACCOUNT BALANCE PER STATE CONTROLLER'S OFFICE RECORDS:			\$ 169,362.60-	131,214.45	38,148.15-
APPLY: CURRENT YEAR ACCRUALS:					

TOTAL ACCRUALS	\$	0.00	0.00	0.00
----------------	----	------	------	------

SCO ADJUSTED BALANCE	\$	169,362.60-	131,214.45	38,148.15-
----------------------	----	-------------	------------	------------

	DATE			
ADJUSTMENT TO SCO ACCOUNTS:	CORRECTED			
_____	_____	\$ _____	_____	_____
_____	_____	\$- _____	_____	_____
_____	_____	\$- _____	_____	_____
_____	_____	\$- _____	_____	_____
_____	_____	\$ _____	_____	_____
_____	_____	\$ _____	_____	_____

SCO FINAL ADJUSTED BALANCE \$ _____

BALANCE PER CALSTARS	\$	1,388.14-	36,760.01-	38,148.15-
----------------------	----	-----------	------------	------------

ADJUSTMENT TO CALSTARS ACCOUNTS:	DATE				
	CORRECTED				
		\$			
		\$			
		\$			
		\$			
		\$			

CALSTARS FINAL ADJUSTED BALANCE \$ _____

SIGNATURE OF PERSON PERFORMING RECONCILIATION	DATE	SIGNATURE OF PERSON REVIEWING RECONCILIATION	DATE
---	------	--	------

 MATCHING SCO AND CALSTARS SCO ACCOUNT DATA FOUND

EXHIBIT III-DB3

NOTE: The DB3 consists of three parts:

- Fund Level Adjustments and Accruals
- Appropriation Adjustments and Accruals
- General Ledger Account Verification

Although these sections are described separately, all three may be produced when the DB3 is requested.

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3																
PURPOSE: Consolidates year-end accruals and adjustments for electronic transmittal to SCO in lieu of hard copies of Reports 1, 2, 3, 5 and 15.																	
DESCRIPTION: The report gathers accrual and adjustment data from the CALSTARS Appropriation, Document, Subsidiary, General Ledger, and FM13 On-line HY Files as well as from two SCO Agency Files for the purpose of preparing a year-end electronic transmittal of accruals and adjustments to SCO for Governmental Cost Funds (including Bond Funds with Fund Source "B"). Records are combined primarily using the CALSTARS SCO Account Segment data in the Appropriation Symbol Table record to match like SCO Account information. The report is divided into three sections. Two sections of the report, the Fund Level Adjustments and Accruals and the Appropriation Adjustments and Accruals, will show up to eleven edits that may be used to identify and reconcile out of balance accounts that are non-transmittable. Ten automated year-end transaction codes, TC 751 – TC 760, are available to post items such as Prepayments to the Architectural Revolving Fund (ARF) or Report 3 adjustments. See Volume 7, Chapter IV-B for more information about this new process.																	
REPORT REQUEST OPTIONS: Report Period: FM: PY P: T=Transmittable records; N=Non-transmittable records; Blank=All records. Level of Detail: <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><u>Index (I)</u></td> <td style="text-align: center;"><u>Program (P)</u></td> <td style="text-align: center;"><u>Object/Source(O/S)</u></td> <td style="text-align: center;"><u>Fund (F)</u></td> </tr> <tr> <td style="text-align: center;">Not Applicable</td> <td style="text-align: center;">Not Applicable</td> <td style="text-align: center;">Not Applicable</td> <td style="text-align: center;">Not Applicable</td> </tr> </table> Fund Selection: Blank (all Funds) or any valid Fund GLA Selection: Used to select a specific enactment year. Blank (all Enactment Years) or any valid 4-digit Enactment Year. Additional Report Selection Options Popup Screen: Not applicable Destination Options: All available output media (ROPES Queue RDD1; Report Class A) E1 (Electronic Storage) Report Request Options: E1 options are limited to the following: <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Report Period FM:</td> <td>All options available</td> </tr> <tr> <td>P:</td> <td>Blank only</td> </tr> <tr> <td>Fund Selection:</td> <td>Blank only</td> </tr> <tr> <td>GLA Selection:</td> <td>Blank only</td> </tr> </table>		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Report Period FM:	All options available	P:	Blank only	Fund Selection:	Blank only	GLA Selection:	Blank only
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>														
Not Applicable	Not Applicable	Not Applicable	Not Applicable														
Report Period FM:	All options available																
P:	Blank only																
Fund Selection:	Blank only																
GLA Selection:	Blank only																

EXHIBIT III-DB3 (Continued)

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3
<p>FINANCIAL ELEMENTS:</p> <p>The report is divided into three sections: Fund Level Adjustments and Accruals, Appropriation Adjustments and Accruals, and General Ledger Account Verification. Typically the Fund Level Adjustments and Accruals and the General Ledger Account Verification will each be a single page. The edits may show under Fund Level Adjustments and Accruals and/or Appropriation Adjustments and Accruals. Each page of the report has a Header and a Body of Report.</p> <p>SECTION 1:</p> <p>FUND LEVEL ADJUSTMENTS AND ACCRUALS:</p> <p>An example of the Fund Level Adjustments and Accruals section of the Automated SCO Year-end Report is displayed on page III-D-19.</p> <p>HEADER:</p> <p>SCO Account: This is the SCO account information used to consolidate and match fund level adjustments and accruals data to CALSTARS data for this report. The following SCO fields are displayed: ORG, FUND, SUB-FD.</p> <p>CALSTARS: This is the CALSTARS account information. The following CALSTARS Fields are displayed: ORG, SEC, FUND, FD-DTL.</p> <p>BODY OF REPORT:</p> <p>Current Year Adjustments to SCO: The balance of fund level adjustments (Report 3 items) for current year by GL Acct/ Subsidiary and General Ledger Amount.</p> <p>Current Year Accruals: The balance of fund level accruals for current year (Year End Report 1 items) by GL Acct/ Subsidiary and General Ledger Amount.</p> <p>Total Accruals and Adjustments Less GL 1130: The balance of fund level accruals and adjustments for current year less the balance of GL 1130 (ORF book balance). The balance must be \$0 to transmit fund data to SCO electronically.</p>	
<p>REPORT OF EDIT MESSAGES</p> <p>The Fund Level Adjustments and Accruals and Appropriation Adjustments and Accruals sections of the report may contain up to eleven edits under the Report of Edit Messages area (lower left). Most of the edits are fatal; one bad record in a fund prevents the entire fund from being transmitted. The edit messages are:</p> <ul style="list-style-type: none"> Fund level accruals not balanced GL 1110 or GL 1130 has abnormal balance GL 1600 requires subsidiary Subsidiary does not contain a valid fund per DT 22 table Subsidiary not in DT-32 table General Ledger not in DT-31 table 	

EXHIBIT III-DB3 (Continued)

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3
SECTION 1 (Continued): FUND LEVEL ADJUSTMENTS AND ACCRUALS (Continued): SPECIAL NOTES: <p>TC 593s for Dishonored Checks must be posted by fiscal year for auto year- end purposes.</p> <p>A final reconciliation of document file subsidiaries to general ledger subsidiaries (D09 report to G02 or S01 report) must be done to ensure proper transmittal of data to SCO, particularly for GL 1400 documents.</p> <p>Each accrual and adjustment should have a unique Document Number. However, TC 174 (Reimbursement Accrual) must have a unique document number when the subsidiary number changes.</p> <p>Null reports are produced when there are no records to report (Blank, N, & T options). Pages with all \$0 amounts are produced when accruals or adjustments net to \$0 by general ledger and subsidiary.</p> <p>The automated year-end transaction codes (TC 751 – TC 760) may be posted the same day the electronic transmittal is requested (CALSTARS Menu F.2); however, it is not recommended.</p> <p>The automated year-end transaction codes (TC 751 – TC 760) may be posted the same day as the report is requested (A1 option).</p> <p>This report is only available at PY option and may not be available until approximately July 7.</p> <p>Special programming accommodates the following GL account subsidiaries:</p> <p style="padding-left: 40px;">1410 (based on 1400) and 3114 (based on 3110)</p> <p>Special programming determines the following GL accounts:</p> <p style="padding-left: 40px;">1420 (hard coded based on 1400), 1500 (for 1510, 1540, or 1590), 1740 (for 1741, 1742, or 1749), 2110 (for 2111 - 2119), 2140 (for 2143 or 2149), 3115 (hard coded based on 3110), 3400 (for 3410 or 3420), and 3500 (for 3510)</p> <p>The following GL accounts do not display subsidiaries on the DB3 report:</p> <p style="padding-left: 40px;">Contra accounts to 1600 that report subsidiary (e.g. 1319, 1315) at year-end.</p> <p style="padding-left: 40px;">GL 1330 (even if attached to a loan liquidation 2110 or 2140)</p> <p style="padding-left: 40px;">GL 1750</p> <p style="padding-left: 40px;">GL 2120</p> <p>Prepayments to ARF (subsidiary 0602) must be reported using automated year-end TC 755 to credit GL 5330.0602 and TC 756 to debit GL 1730.0602.</p>	

EXHIBIT III-DB3 (Continued)

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3																				
SECTION 1 (Continued): FUND LEVEL ADJUSTMENTS AND ACCRUALS (Continued): SPECIAL NOTES: <p>The 0 preceding the general ledger subsidiary for GL 1600 (e.g. GL 1600.01319) is not displayed on the report, but is displayed on the electronic transmittal.</p> <p>Auto year-end TC's 751 – 760 are not reversed in the new year.</p>																					
REPORT SORT: <table border="1"> <thead> <tr> <th>SCO DATA FIELD</th> <th>SELECTION OPTIONS</th> <th>PAGE-BREAK</th> <th>SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>Organization</td> <td>None</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Section</td> <td>None</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Fund</td> <td>None</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Sub-fund/Fund</td> <td>None</td> <td>Yes</td> <td>No</td> </tr> </tbody> </table>		SCO DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Organization	None	Yes	No	Section	None	Yes	No	Fund	None	Yes	No	Sub-fund/Fund	None	Yes	No
SCO DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																		
Organization	None	Yes	No																		
Section	None	Yes	No																		
Fund	None	Yes	No																		
Sub-fund/Fund	None	Yes	No																		

EXHIBIT III-DB3

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CSTARDB3 7220 (DEST: XX PROD) PY, ,0,0,0,0,0044, , , , , , ***** RUN:07/20/03 TIME:34:16
PRIOR FISCAL YEAR: 2002 *****FND(0044) GL(ALL)*
                                DEPT OF THE AUTOMATED YEAR END TASK FORCE (7220)
                                AUTOMATED SCO YEAR-END REPORT
                                AS OF 06/30/03

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***** PAGE 1

FUND LEVEL ADJUSTMENTS AND ACCRUALS:

SCO ACCOUNT:	ORG		FUND	SUB-FD
	7220		0044	
CALSTARS:	ORG	SEC	FUND	FD-DTL
	7220		0044	

	GL ACCT/ SUBSIDIARY	GENERAL LEDGER AMOUNT	BALANCE
CURRENT YEAR ADJUSTMENTS TO SCO:			
TOTAL ADJUSTMENTS			0.00
CURRENT YEAR ACCRUALS:			
GENERAL CASH	1110	586,200.37	
REVOLVING FUND CASH	1130	10,278,924.99	
ACCOUNTS RECEIVABLE CASH SHORTAGES	1316	7,499.43	
ACCOUNTS RECEIVABLE OTHER	1319	288,647.18	
CONTINGENT RECEIVABLES	1380	944,668.62	
PROV FOR DEFER REC - A/R CASH SHORTAGES	1600.1316	7,499.43-	
PROV FOR DEFER REC - A/R OTHER	1600.1319	288,647.18-	
PROV FOR DEFER REC - CONTINGENT REC.	1600.1380	944,668.62-	
PREPAYMENT TO ARCHITECTURE REVOLVING FUND	1730.0602	37,422,117.43	
REIMBURSEMENTS COLLECTED IN ADVANCE	3420	9,468.00-	
UNCLEARED COLLECTIONS	3730	576,732.37-	
RESERVE FOR PREPAID ITEMS	5330.0602	37,422,117.43-	
TOTAL ACCRUALS LESS GL 1130			0.00

EXHIBIT III-DB3

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3
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SECTION 2:

APPROPRIATION ADJUSTMENTS AND ACCRUALS:

An example of the Appropriation Adjustments and Accruals section of the Automated SCO Year-end Report is displayed on page III-D-26.

HEADER:

SCO Account: This is the SCO account information used to match SCO and CALSTARS data for this report. The SCO Account information associated with the CALSTARS data comes from the AS Table SCO Account Segment. The SCO Account Segment in the AS Table must match the SCO account structure on the SCO Agency Reconciliation report. If it does not match, the data will not be consolidated on a single page. The following SCO fields are displayed: ORG, FUND, SUB-FD, EY, REF, CAT, PGM, ELEM, COMP, TASK, REV-ACCT, AT, CT.

CALSTARS: This is the CALSTARS account information, which corresponds to the SCO Account information. The following CALSTARS fields are displayed: ORG, SEC, FUND, FD-DTL, EY, REF, CAT, OBJ, OD, PGM, ELEM, COMP, TASK, SOURCE, AT, FFY, APPN-SYM. This information may differ from the SCO Account information due to coding differences between SCO and CALSTARS.

Up to 30 lines may be displayed in the CALSTARS Account portion if the data in each line corresponds to the same SCO Account information. This occurs when CALSTARS data postings are not consistent throughout the year (e.g., more than one Funding Fiscal Year for Enactment Year). The Section (SEC) field and the Fund detail (FD-DTL) field also display ‘***’ when multiple values are encountered.

When the Account Type (AT) field is PR (partial reappropriation), the Reference (REF) field will display the reference value followed by the last two digits of the FFY (e.g. 00102).

BODY OF REPORT:

Account Balance Per State Controller’s Office Records:

Budget/ Adjust/ Advance: The ending balance from the SCO Agency Reconciliation Report Budget/ Adjustments and Advances column.

Receipt/ Disbursement: The ending balance from the above SCO report Expend/ Revenue column.

Balance: The ending balance from the SCO report Avail/ Unrealized column.

Reverse PY Adjustments to SCO:

Receipt/ Disbursement: The ending balance from the SCO PY End Accruals Summary Report Expend/ Revenue column.

Balance: The ending balance from the above SCO report Avail/ Unrealized column.

EXHIBIT III-DB3

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3
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SECTION 2 (Continued):

APPROPRIATION ADJUSTMENTS AND ACCRUALS (Continued):

BODY OF REPORT (Continued):

Reverse PY Accruals:

Receipt/ Disbursement: The ending balance from the SCO PY End Accruals Summary Report Expend/ Revenue column.

Balance: The ending balance from the above SCO report Avail/ Unrealized column.

Apply: Corrections To SCO PY Accruals/Adjustments

This line should be \$0. For year-end purposes, there are no balances from the SCO for Corrections to SCO PY Accruals/ Adjustments.

Apply: Current Year Adjustments to SCO

Receipt/ Disbursement: CALSTARS appropriation and special account balances for Report 3 items (current year adjustments) by GL Acct/ Subsidiary from Document and Appropriation files.

Balance: CALSTARS ending appropriation and special account balances for Report 3 items (current year adjustments) by GL Acct/ Subsidiary from Document and Appropriation files.

Apply: Current Year Accruals

Receipt/ Disbursement: CALSTARS appropriation and special account balances for Report 1 items (current year accruals) by GL Acct/ Subsidiary from Document and Appropriation files.

Balance: CALSTARS ending appropriation and special account balances for Report 1 items (current year accruals) by GL Acct/ Subsidiary from Document and Appropriation files.

Total Accruals

Receipt/ Disbursement: Sum of the Receipt/ Disbursement column.

Balance: Sum of the Balance column.

Pending Budget Revisions

Balance: Balances of pending budget revisions from the Appropriation File.

EXHIBIT III-DB3

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3
<p>SECTION 2 (Continued):</p> <p>APPROPRIATION ADJUSTMENTS AND ACCRUALS (Continued):</p> <p>BODY OF REPORT (Continued):</p> <p>SCO Adjusted Balance: If properly reconciled, this balance should equal the Balance per CALSTARS.</p> <p>Budget/ Adjust/ Advance: Sum of the Budget/ Adjust/ Advance column.</p> <p>Receipt/ Disbursement: Sum of the Receipt/ Disbursement column.</p> <p>Balance: Sum of the Balance column.</p> <p>Balance Per CALSTARS: If properly reconciled, this balance should equal the SCO Adjusted Balance.</p> <p>Budget/ Adjust/ Advance: Appropriation and special account balances from the CALSTARS Appropriation file.</p> <p>Receipt/ Disbursement: Appropriation and special account balances from the CALSTARS Appropriation file.</p> <p>Balance: Appropriation and special account ending balances from the Appropriation files.</p> <p>Encumbrances</p> <p>Receipt/Disbursement: The amount of Encumbrances/ Allocated Encumbrances reported as budgetary expenditures/ Accounts Payables, GL 3010, is displayed on the first line.</p> <p>If auto year-end transactions are posted for encumbrances funded by Reimbursements, the encumbrance amounts are listed by general ledger below GL 3010. If there are no encumbrances within the appropriation, no text or amounts are displayed.</p>	
<p>REPORT OF EDIT MESSAGES</p> <p>The Fund Level Adjustments and Accruals and Appropriation Adjustments and Accruals sections of the report may contain up to eleven edits under the Report of Edit Messages area (lower left). Most of the edits are fatal; one bad record in a fund prevents the entire fund from being transmitted. The edit messages are:</p> <p>Subsidiary does not contain a valid fund per DT-22 table</p> <p>GL 1110 or GL 1130 has abnormal balance</p> <p>Encumbrances for GL/Subsid exceeds CY accruals for GL/Subsid</p> <p>Appropriation is over-expended</p> <p>Out of balance by \$_____ (Issued if SCO Adjusted Balance and Balance per CALSTARS are not equal.)</p>	

EXHIBIT III-DB3

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3
SECTION 2 (Continued): APPROPRIATION ADJUSTMENTS AND ACCRUALS (Continued): REPORT OF EDIT MESSAGES (Continued): Subsidiary not in DT-32 table General Ledger not in DT-31 table Has CALSTARS data; no SCO data found Has SCO data; no CALSTARS data found No SCO acct segment on AS table GL 1600 requires subsidiary	
SPECIAL NOTES: This report is sorted by the SCO Account information. For CALSTARS data, the SCO Account information is derived from the SCO Account Segment in the AS Table. Appropriations or special accounts with no SCO Account Segment are located in the front of the report. Automated year-end (electronic transmittal) for appropriations or special accounts require completion of the CALSTARS SCO Account Segments in the AS table. Prior year revenue accounts may have the edit "out of balance by \$ ____". If there are no new accruals or adjustments on the accounts, the rest of the fund's records will transmit. One non-transmittable record in a fund prevents the entire fund from transmitting. When an account has edits and there are no accruals or adjustments, the fund's records may be transmitted. TC 593s for Dishonored Checks must be posted by fiscal year for auto year-end purposes. TC 530 (Cash On Hand) must be posted with AS for auto year-end purposes. Report 3 items recorded with automated year-end TC's 753/TC 754 for revenue accounts must have a Source code for auto year-end purposes. A final reconciliation of document file subsidiaries to general ledger subsidiaries (D09 report to G02 or S01 report) must be done to ensure proper transmittal of data to SCO, particularly for GL 1400 documents. Each accrual and adjustment should have a unique Document Number. However, TC 174 (Reimbursement Accrual) must have a unique document number when the Subsidiary Number changes. This report does not display nominal accounts such as GL 9000 Budgetary Expenditures. This report does not have C and Q (control) accounts. To monitor the status of a C or Q account, refer to the CSTARDB2 report.	

EXHIBIT III-DB3

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3
<p>SECTION 2 (Continued):</p> <p>APPROPRIATION ADJUSTMENTS AND ACCRUALS (Continued):</p> <p>SPECIAL NOTES (Continued):</p> <p>Null reports are produced when there are no records to report (blank, N, & T options); pages with all \$0 amounts are produced when there are accruals or adjustments that net to \$0 by general ledger and subsidiary.</p> <p>The automated year-end transaction codes (TC 751 – TC 760) may be posted the same day the electronic transmittal is requested (CALSTARS Menu F.2); however, it is not recommended.</p> <p>The automated year-end transaction codes (TC 751 – TC 760) may be posted the same day as the report is requested (A1 option).</p> <p>This report is only available at PY option and may not be available until approximately July 7.</p> <p>The following accounts are not subject to the “appropriation is overexpended” edit:</p> <p style="padding-left: 40px;">Categories 90, 91, 92, 96, 97, 98, 99</p> <p style="padding-left: 40px;">Program 99 – Clearing Account</p> <p style="padding-left: 40px;">Element 02 – Distributed Administration</p> <p style="padding-left: 40px;">Fixed expenditure accounts (appropriations without budgets)</p> <p>The following lower level GLs are derived programmatically based on the subsidiary number and display on the report with the subsidiary:</p> <p style="padding-left: 40px;">1410 (based on 1400) and 3114 (based on 3110)</p> <p>The following lower level GL accounts are derived programmatically based on the subsidiary number:</p> <p style="padding-left: 40px;">1420 (hard coded based on 1400), 1500 (for 1510, 1540, or 1590), 1740 (for 1741, 1742, or 1749), 2110 (for 2111 - 2119), 2140 (for 2143 or 2149), 3115 (hard coded based on 3110), 3400 (for 3410 or 3420), and 3500 (for 3510)</p> <p>For year-end reporting, the following accruals must be entered at lower level GLs:</p> <p style="padding-left: 40px;">3210, 3220, 3290</p> <p>Although some CALSTARS transactions require a subsidiary code, subsidiary codes are not displayed on the DB3 report for the following GL accounts:</p> <p style="padding-left: 40px;">Contra accounts to 1600 (e.g. 1319, 1315) that report subsidiary at year- end.</p> <p style="padding-left: 40px;">GL 1330 (even when attached to a loan liquidation 2110 or 2140)</p> <p style="padding-left: 40px;">GL 1750</p> <p style="padding-left: 40px;">GL 2120</p>	

EXHIBIT III-DB3

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3
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SECTION 2 (Continued):**APPROPRIATION ADJUSTMENTS AND ACCRUALS (Continued):****SPECIAL NOTES (Continued):**

The **0** preceding the general ledger subsidiary for GL 1600 (e.g. GL 1600.01319) is not displayed on the report, but is displayed on the electronic transmittal.

Auto year-end TC's 751 – 760 are not reversed in the new year.

REPORT SORT:

SCO DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Organization	None	Yes	No
Section	None	Yes	No
Fund	None	Yes	No
Sub-fund/Fund Detail	None	Yes	No
ENY	None	Yes	No
Reference	None	Yes	No
Category	None	Yes	No
Program	None	Yes	No
Element	None	Yes	No
Component	None	Yes	No
Task	None	Yes	No
Source	None	Yes	No
Account Type	None	Yes	No

EXHIBIT III-DB3

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CSTARDB3 7220 (DEST: XX PROD) PY, ,0,0,0,0,0044, , , , , , ***** RUN:07/20/03 TIME:34:16
PRIOR FISCAL YEAR: 2002 *****FND(0044) GL(ALL)*
DEPT OF THE AUTOMATED YEAR END TASK FORCE (7220)
AUTOMATED SCO YEAR-END REPORT
AS OF 06/30/03

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***** PAGE 59

APPROPRIATION ADJUSTMENTS AND ACCRUALS:

SCO ACCOUNT:	ORG	FUND	SUB-FD	EY	REF	CAT			PGM	ELEM	COMP	TASK	REV-ACCT	AT	CT		
	7220	0044		2002	001				99					D	C		
CALSTARS:	ORG	SEC	FUND	FD-DTL	EY	REF	CAT	OBJ	OD	PGM	ELEM	COMP	TASK	SOURCE	AT	FFY	APPN-SYM
	7220		0044		2002	001									CA	2002	900

	GL ACCT/ SUBSIDIARY	BUDGET/ADJUST ADVANCE	RECEIPT/ DISBURSEMENT	BALANCE
ACCOUNT BALANCE PER STATE CONTROLLER'S OFFICE RECORDS:		0.00	99,665,349.26	99,665,349.26
REVERSE PY ADJUSTMENTS TO SCO		0.00	0.00	0.00
REVERSE PY ACCRUALS		0.00	0.00	0.00
APPLY: CORRECTIONS TO SCO PY ACCRUALS/ADJUSTMENTS		0.00	0.00	0.00
APPLY: CURRENT YEAR ADJUSTMENTS TO SCO:				
DUE FROM OTHER FUNDS	1410.0666	0.00	6,215.00-	6,215.00-
DUE FROM OTHER FUNDS	1410.0675	0.00	4,798.16-	4,798.16-
DUE TO OTHER APPNS	3115	0.00	1,020.00	1,020.00
APPLY: CURRENT YEAR ACCRUALS:				
GENERAL CASH	1110	0.00	589,071.55-	589,071.55-
ACCOUNTS/REC - ABATEMENTS	1311	0.00	125,352.57-	125,352.57-
DUE FROM OTHER FUNDS	1410.0042	0.00	1,050,180.70-	1,050,180.70-
DUE FROM OTHER FUNDS	1410.0292	0.00	240,060.52-	240,060.52-
DUE FROM OTHER FUNDS	1410.0840	0.00	60,776.33-	60,776.33-
DUE FROM OTHER FUNDS	1410.0890	0.00	6,495,391.75-	6,495,391.75-
DUE FROM OTHER FUNDS	1410.0942	0.00	71,737.21-	71,737.21-
DUE FROM OTHER APPNS	1420	0.00	135,339,167.18-	135,339,167.18-
INVENTORY OF SURVEYED EQUIPMENT	2740	0.00	2,099,717.00-	2,099,717.00-
ACCOUNTS PAYABLE	3010	0.00	32,431,208.81	32,431,208.81
CLAIMS FILED	3020	0.00	13,676,484.30	13,676,484.30
DUE TO OTHER FUNDS	3114.0001	0.00	310,209.25	310,209.25
DUE TO OTHER FUNDS	3114.0042	0.00	2,430.00	2,430.00
DUE TO OTHER FUNDS	3114.0094	0.00	24,449.19	24,449.19
DUE TO OTHER FUNDS	3114.0632	0.00	13,018.74	13,018.74
DUE TO FEDERAL GOVERNMENT	3210	0.00	641.40	641.40
DUE TO LOCAL GOVERNMENT	3220	0.00	480.90	480.90
TOTAL ACCRUALS		0.00	99,655,356.10-	99,655,356.10-
PENDING BUDGET REVISIONS		0.00	0.00	0.00
SCO ADJUSTED BALANCE		0.00	0.00	0.00
BALANCE PER CALSTARS		0.00	0.00	0.00
ENCUMBRANCES	3010	0.00	431,000.00	0.00
ACCOUNTS RECEIVABLE - REIMBURSEMENTS	1312	0.00	20,000.00-	0.00

EXHIBIT III-DB3

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3
---	----------------------------

SECTION 3:

GENERAL LEDGER ACCOUNT VERIFICATION:

This information is used to verify that all account information is selected for the report. All selected account information is summarized by GL Account for comparison with the CALSTARS G02 report. Prior to input of the automated year-end transaction codes (TC 751 – TC 760), this page reconciles to the CALSTARS G02 report.

An example of the General Ledger Verification section of the Automated SCO Year-end Report is displayed on page III-D-29.

HEADER:

FUND (number and name)

BODY OF REPORT

GL Acct: General Ledger Account number from DT-31 table.

Description: General Ledger Account title from DT-31 table.

Debits: Sum of financial amounts found in the Fund Level Adjustments and Accruals and Appropriation Adjustments and Accruals sections of the report for General Ledger Accounts that normally have a Debit balance. If the sum is a credit balance (abnormal), a '-' is printed to right of the amount. The sum of GL 1730 amounts is derived from the General Ledger file.

CREDITS: Sum of financial amounts found in the Fund Level Adjustments and Accruals and Appropriation Adjustments and Accruals sections of the report for General Ledger Accounts that normally have a Credit balance. If the sum is a debit balance (abnormal), a '-' is printed to the right of the amount. The sum of GL 5330 amounts is derived from the General Ledger file.

Total Fund: Sum of Debits column; sum of Credits column.

Footnote D: Amounts may have been entered with automated year-end 7xx series of transaction codes (on GL 1410, GL 1420, GL 3114, GL 3115, or GL 3400).

Footnote E: Fund balance amount computed as the difference between debits and credits (on GL 55xx).

Footnote F: Before year-end automated TC's (TC 7xx) post to GL 1730, the balances of GL 1730 on the DB3 and the G02 equal. After the transactions post, the amounts differ by the amount of the GL 1730 ARF prepayment. Footnote F is a reminder to post the GL 1730 ARF prepayment with TC's 755/TC756.

SPECIAL NOTES:

Report of Edit messages do not appear on the General Ledger Account Verification.

When the DB3 is requested with an **N** or **T** report option, the General Ledger Account Verification is not produced.

Fund Balance is displayed as GL 55XX on the General Ledger Account Verification.

EXHIBIT III-DB3

REPORT NAME: SCO/CALSTARS Auto Year End Report	REPORT NO: CSTARDB3																
SECTION 3 (Continued): GENERAL LEDGER ACCOUNT VERIFICATION (Continued): REPORT SORT: <table border="1"> <thead> <tr> <th>SCO DATA FIELD</th> <th>SELECTION OPTIONS</th> <th>PAGE-BREAK</th> <th>SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>Organization</td> <td>None</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Sub-fund/Fund Detail</td> <td>None</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>GL Acct</td> <td>None</td> <td>N/A</td> <td>No</td> </tr> </tbody> </table>		SCO DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Organization	None	Yes	No	Sub-fund/Fund Detail	None	Yes	No	GL Acct	None	N/A	No
SCO DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL														
Organization	None	Yes	No														
Sub-fund/Fund Detail	None	Yes	No														
GL Acct	None	N/A	No														

EXHIBIT III-DB3

```
CSTARDB3 7220 (DEST: XX PROD) PY, ,0,0,0,0,0044, , , , , , ***** RUN:07/20/03 TIME:34:16
PRIOR FISCAL YEAR: 2002 *****FND(0044) GL(ALL)*
DEPT OF THE AUTOMATED YEAR END TASK FORCE (7220)
AUTOMATED SCO YEAR-END REPORT
AS OF 06/30/03
```

***** PAGE 1

GENERAL LEDGER ACCOUNT VERIFICATION:

FUND: 0044 MOTOR VEHICLE ACCOUNT

GL ACCT	DESCRIPTION	DEBITS	CREDITS	
1110	GENERAL CASH	7,175,360.11	0.00	
1130	REVOLVING FUND CASH	10,278,924.99	0.00	
1190	CASH ON HAND	99,578.20	0.00	
1311	ACCOUNTS/REC - ABATEMENTS	250,800.69	0.00	
1312	ACCOUNT RECEIVABLE - REIMBURSEMENTS	1,636,610.97	0.00	
1313	ACCOUNTS RECEIVABLE REVENUE	230,237.98	0.00	
1315	ACCOUNTS RECEIVABLE DISHONORED CHECKS	2,103.73	0.00	
1316	ACCOUNTS RECEIVABLE CASH SHORTAGES	7,499.43	0.00	
1319	ACCOUNTS RECEIVABLE OTHER	288,647.18	0.00	
1380	CONTINGENT RECEIVABLES	944,668.62	0.00	
1410	DUE FROM OTHER FUNDS	25,030,395.26	0.00	D
1420	DUE FROM OTHER APPNS	153,890,919.57	0.00	D
1500	DUE FROM OTHER GOVERNMENTS	2,756,721.01	0.00	
1600	PROVISION FOR DEFERRED RECEIVABLES	0.00	1,240,815.23	
1710	EXPENSE ADVANCES	1,360,426.54	0.00	
1730	PREPAYMENTS TO OTHER FUNDS & APPROPRIATIONS	37,422,117.43	0.00	F
2740	INVENTORY OF SURVEYED EQUIPMENT	2,099,717.00	0.00	
3010	ACCOUNTS PAYABLE	0.00	86,478,307.50	
3020	CLAIMS FILED	0.00	10,558,307.30	
3114	DUE TO OTHER FUNDS	0.00	351,563.63	D
3115	DUE TO OTHER APPNS	0.00	149,829,848.10	D
3210	DUE TO FEDERAL GOVERNMENT	0.00	641.40	
3220	DUE TO LOCAL GOVERNMENT	0.00	480.90	
3400	ADVANCE COLLECTIONS	0.00	9,468.00	D
3730	UNCLEARED COLLECTIONS	0.00	576,732.37	
5330	RESERVE FOR PREPAID ITEMS	0.00	37,422,117.43	D
55XX	FUND BALANCE	42,993,553.15	0.00	E
*TOTAL FUND 0044		286,458,813.86	286,458,813.86	

FOOTNOTE D: AMOUNTS MAY HAVE BEEN ENTERED WITH SPECIAL 7XX TC'S.

FOOTNOTE E: AMOUNT COMPUTED AS THE DIFFERENCE BETWEEN DEBITS AND CREDITS.

FOOTNOTE F: AMOUNTS MAY HAVE BEEN ENTERED WITH SPECIAL 7XX TC'S AND/OR

GL 1730 SRF ADVANCES ARE NOT REPORTED TO SCO AND/OR

GL 1730 ARF ADVANCES MAY NEED TO BE REPORTED WITH TC'S 755/756

EXHIBIT III-D01

REPORT NAME:	Document Report of Encumbrances, Obligations and Payables	REPORT NO:	CSTARD01
PURPOSE:	Provides information to assist in monitoring the status of individual liabilities.		
DESCRIPTION:	The D01 Report displays Document File records for selected General Ledger Account Numbers: 3010, 3040, 3110, 3210, 3220, 3290, 3730, 6150 and 6170. See the D05 Report for GLA 3020.		
REPORT REQUEST OPTIONS:			
Report Period:			
FM: CM, PM or PY			
P: Not Applicable			
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
0-No Organization	0-All Records	Not Applicable	1-Fund
1-Section	1-Project		2-Fund Detail
	2-Work Phase		
Fund Selection: Blank (all Funds) or any valid Fund			
GLA Selection: Blank (all GLAs), 3010, 3040, 3110, 3210, 3220, 3290, 3730, 6150 or 6170			
Additional Report Selection Options Popup Screen:			
Index Range:	Enter the Index or range of Indexes. Leave blank for all Indexes.		
PCA Range:	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
OBJ Range:	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
FFY Selection:	Enter the FFY or leave blank for all FFYs.		
PRJ/WP Selection:	Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.		
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: PM or PY			
Level of Detail: All options available			
Fund Selection: Blank only			
GLA Selection: Blank only			
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only			

EXHIBIT III-D01 (Continued)

REPORT NAME: Document Report of Encumbrances, Obligations and Payables	REPORT NO: CSTARD01																																				
FINANCIAL ELEMENTS: <p>Original Document: The amount of funds encumbered or obligated by the original accounting transaction. Normal balance is a Credit.</p> <p>Adjustments: Net of subsequent entries to increase or decrease the original document amount. Normal balance may be a Debit or Credit.</p> <p>Liquidations: The amount that has been liquidated. For Encumbrances (6150) when a final payment is recorded, this amount is the sum of the original and adjustments columns. Normal balance is a Debit.</p> <p>Payments: The actual expenditures or payments made against the document. For Encumbrances (6150), this may be more than the amount in the liquidations column. Normal balance is a Debit.</p> <p>Balance: Calculated as the sum of Original Document, Adjustments, and Liquidations.</p>																																					
SPECIAL NOTES: <p>If the requested Program level is 1 or 2, <u>only</u> documents with a Project Number are selected. (Project Number not blank.)</p> <p>Obligations are not shown on a PY report.</p> <p>Zero balance documents are excluded on a PY report.</p>																																					
REPORT SORT: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 25%;">DATA FIELD</th> <th style="width: 25%;">SELECTION OPTIONS</th> <th style="width: 25%;">PAGE-BREAK</th> <th style="width: 25%;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>Section</td> <td>Level of Detail: I</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Project</td> <td>Level of Detail: P</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Fund</td> <td>Level of Detail: F</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>General Ledger</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Subsidiary</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Document Number</td> <td>None</td> <td>No</td> <td>No</td> </tr> <tr> <td>FFY</td> <td>None</td> <td>No</td> <td>No</td> </tr> <tr> <td>Program/Category</td> <td>None</td> <td>No</td> <td>No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Section	Level of Detail: I	Yes	Yes	Project	Level of Detail: P	Yes	Yes	Fund	Level of Detail: F	Yes	Yes	General Ledger	None	Yes	Yes	Subsidiary	None	Yes	Yes	Document Number	None	No	No	FFY	None	No	No	Program/Category	None	No	No
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Project	Level of Detail: P	Yes	Yes																																		
Fund	Level of Detail: F	Yes	Yes																																		
General Ledger	None	Yes	Yes																																		
Subsidiary	None	Yes	Yes																																		
Document Number	None	No	No																																		
FFY	None	No	No																																		
Program/Category	None	No	No																																		

EXHIBIT III-D01 (Continued)

CSTARD01 9990 (DEST: AA SPEC) PM, ,0,0,0,1, ***** RUN:12/17/03 TIME:06.00
 FISCAL MONTH: 05 NOVEMBER 0(ORG) 0(NOPRJ)***** 1(FUND) FUND(ALL) GL(ALL)

DEPARTMENT OF AIR QUALITY
 DOCUMENT REPORT OF OUTSTANDING ENCUMBRANCES, OBLIGATIONS AND PAYABLES
 AS OF 11/30/03

***** PAGE 34

FUND :0001 GENERAL FUND
 GENERAL LEDGER :6150 ENCUMBRANCES
 SUBSIDIARY :

DOCUMENT-SFX FFY PROGRAM/CAT						C-OB-DTL-AO ENY		ORIGINAL DOC		ADJUSTMENTS		LIQUIDATIONS	PAYMENTS	BALANCE
FD_I	FS	M	REF	INDX	PCA	PROJ	WP	DOC DATE	CR DATE	LP DATE	CL DATE	VENDOR-SFX	VENDOR NAME	
A0010706-01	02					3-25-382	02	16,385.00	21,988.71			38,373.71-	25,070.00-	0.00
D 1 001	5610	56100						09-24-02	10-29-03	10-29-03		9999999999-99	CSU REGIONAL & CONT EDUC SACTO	
A0050207-01	02					3-25-382	02	15,000.00	0.00			0.00	0.00	15,000.00
D 1 001	5416	54100						02-06-03	02-06-03			9999999999-99	GENERAL SERVICES/ADMIN.HEARING	
A0110495-02	03					3-29-435	03	81,799.06	0.00			34,082.95-	34,082.95-	47,716.11
D 1 001	9900	96300						08-18-03	08-18-03	12-01-03		9999999999-99	WSTRN BLU CORP C/O TETRA CORP	
A0110907-02	02					3-25-382	02	21,565.00	17,436.00-			3,941.00-	3,941.00-	188.00
D 1 001	5480	54800						11-25-02	08-01-03			9999999999-99	STATE CONTROLLER'S OFFICE	
A0140101-01	03					3-25-397	03	2,000.00	0.00			0.00	0.00	2,000.00
D 1 001	2511	25100						08-18-03	08-18-03	08-18-03		9999999999-99	CA HIGHWAY PATROL	
A0210006-00	03					3-29-434	03	1,000.00	0.00			0.00	0.00	1,000.00
D 1 001	4012	40100						10-22-03	10-22-03	12-02-03		9999999999-99	STATE CONTROLLER'S OFFICE	
A0210006-01	03					3-29-434	03	700.00	0.00			0.00	0.00	700.00
D 1 001	4019	40105						10-22-03	10-22-03	12-02-03		9999999999-99	STATE CONTROLLER'S OFFICE	
A0210006-02	03					3-29-434	03	38,000.00	0.00			0.00	0.00	38,000.00
D 1 001	5410	54100						10-22-03	10-22-03	12-02-03		9999999999-99	STATE CONTROLLER'S OFFICE	
A0210006-03	03					3-29-434	03	16,300.00	0.00			0.00	0.00	16,300.00
D 1 001	1010	10100						10-22-03	10-22-03	12-02-03		9999999999-99	STATE CONTROLLER'S OFFICE	
A0210006-04	03					3-29-434	03	75,000.00	0.00			0.00	0.00	75,000.00
D 1 001	1015	10100						10-22-03	10-22-03	12-02-03		9999999999-99	STATE CONTROLLER'S OFFICE	

EXHIBIT III-D02

REPORT NAME:	Aged Revolving Fund Advances			REPORT NO:	CSTARD02
PURPOSE:	Provides information to help monitor the status of outstanding Office Revolving Fund advances to employees and vendors.				
DESCRIPTION:	The report displays Fund 0998 Document File records with balances in one of five aging columns. This report can help agencies collect or clear outstanding Office Revolving Fund Advances as required by SAM. The report can also help review employee advances for compliance with IRS Tax laws.				
REPORT REQUEST OPTIONS:					
Report Period:					
FM: CM, PM or PY					
P: Not Applicable					
Level of Detail:					
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>		
0-No Organization	0-Sort by Vendor	Not Applicable	1-Fund		
1-Section	Number		2-Fund Detail		
	1-Sort by Document				
	Number				
Fund Selection: Not Applicable					
GLA Selection: Blank (all GLAs), 1190, 1710, 1712 or 1714					
Additional Report Selection Options Popup Screen: Not applicable					
Destination Options: All available output media					
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:					
Report Period FM: PM or PY					
Level of Detail: All options available					
GLA Selection: Blank only					
FINANCIAL ELEMENTS:					
The following General Ledger Accounts are displayed:					
<ul style="list-style-type: none"> • 1190–Cash On Hand (ORF disbursements to establish petty cash); • 1710–Expense Advances; • 1712–Travel Advances; and • 1714–Salary Advances. 					
Depending upon the length of time the document has been outstanding, the document balance is displayed in one of five aging columns:					
<ul style="list-style-type: none"> • 0-30 days; • 31-60 days; • 61-90 days; • 91-120 days; or • over 120 days. 					

EXHIBIT III-D02 (Continued)

REPORT NAME: Aged Revolving Fund Advances	REPORT NO: CSTARD02																																																								
FINANCIAL ELEMENTS (Continued): <p>Document Balance: Calculated as the sum of Original, Adjustments and Liquidations. Normal balance is a Debit.</p>																																																									
SPECIAL NOTES: <p>The aging is based upon a calculation of the number of days between the original accounting transaction Document Date (or Create Date if Document Date is not present) and the report "As Of Date".</p> <p>If the requested <u>Index</u> level is 1, the report sorts records by Section from the IC Table when Index is present. Agencies do not have to perform Section General Ledger accounting in order to have documents sorted by Section on this report.</p> <p>If the requested <u>Fund</u> level is 2, the report sorts records by the Fund Detail code in the information segment of the record. Agencies do not have to perform Appropriation Fund Detail accounting in order to have documents sorted by Fund Detail on this report.</p>																																																									
REPORT SORT: <p>When the requested Program level is 0:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">DATA FIELD</th> <th style="text-align: left;">SELECTION OPTIONS</th> <th style="text-align: left;">PAGE-BREAK</th> <th style="text-align: left;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>Section</td> <td>Level of Detail: I</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Fund</td> <td>Level of Detail: F</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>FFY</td> <td>None</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>General Ledger</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Employee Number</td> <td>Level of Detail: P</td> <td>No</td> <td>No</td> </tr> <tr> <td>Document Number</td> <td>Level of Detail: P</td> <td>No</td> <td>No</td> </tr> </tbody> </table> <p>When the requested Program level is 1:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">DATA FIELD</th> <th style="text-align: left;">SELECTION OPTIONS</th> <th style="text-align: left;">PAGE-BREAK</th> <th style="text-align: left;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>Section</td> <td>Level of Detail: I</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Fund</td> <td>Level of Detail: F</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>FFY</td> <td>None</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>General Ledger</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Document Number</td> <td>Level of Detail: P</td> <td>No</td> <td>No</td> </tr> <tr> <td>Employee Number</td> <td>Level of Detail: P</td> <td>No</td> <td>No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Section	Level of Detail: I	Yes	No	Fund	Level of Detail: F	Yes	No	FFY	None	Yes	No	General Ledger	None	Yes	Yes	Employee Number	Level of Detail: P	No	No	Document Number	Level of Detail: P	No	No	DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Section	Level of Detail: I	Yes	No	Fund	Level of Detail: F	Yes	No	FFY	None	Yes	No	General Ledger	None	Yes	Yes	Document Number	Level of Detail: P	No	No	Employee Number	Level of Detail: P	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																																																						
Section	Level of Detail: I	Yes	No																																																						
Fund	Level of Detail: F	Yes	No																																																						
FFY	None	Yes	No																																																						
General Ledger	None	Yes	Yes																																																						
Employee Number	Level of Detail: P	No	No																																																						
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Fund	Level of Detail: F	Yes	No																																																						
FFY	None	Yes	No																																																						
General Ledger	None	Yes	Yes																																																						
Document Number	Level of Detail: P	No	No																																																						
Employee Number	Level of Detail: P	No	No																																																						

EXHIBIT III-D02 (Continued)

CSTARD02 9990 (DEST: L1 CPT1) PM, ,0,1,0,1, ***** RUN:10/27/04 TIME:19.15
 FISCAL MONTH: 03 SEPTEMBER 0(ORG) 1(DOC)***** 1(FUND)***** GL(ALL)

DEPARTMENT OF AIR QUALITY
 AGED REVOLVING FUND ADVANCES
 AS OF 09/30/04

PAGE 1

FUND: 0998 OFFICE REVOLVING FUND
 FFY: 00
 GL ACCT NO: 1710 EXPENSE ADVANCES

DOCUMENT NUMBER	EMPLOYEE NUMBER	EMPLOYEE NAME	CREATE - DATE -	DOCUMENT - DATE -	AGED BALANCE				
					0-30	31-60	61-90	91-120	OVER 120
14227101-40	9999999999	JOHN A DOE	08/29/04	08/10/04	0.00	170.00	0.00	0.00	0.00
14227105-30	9999999999	JANE DOE	08/29/04	08/16/04	0.00	1,100.00	0.00	0.00	0.00
14227109-60	9999999999	NATIONAL LAW FOUNDAT	09/08/04	09/04/04	99.00	0.00	0.00	0.00	0.00
14227110-00	9999999999	FOOTHILL TRANSIT	09/06/04	09/06/04	170.00	0.00	0.00	0.00	0.00
14227112-40	9999999999	CSUS CAREER CENTER	09/12/04	09/07/04	470.00	0.00	0.00	0.00	0.00
14227112-60	9999999999	METROLINK	10/03/04	09/11/04	666.25	0.00	0.00	0.00	0.00
14227114-50	9999999999	METROLINK	09/12/04	09/11/04	666.25	0.00	0.00	0.00	0.00
14227114-60	9999999999	CALFOX, INC.	10/04/04	09/13/04	4,669.92	0.00	0.00	0.00	0.00
14227114-70	9999999999	CALFOX, INC.	10/04/04	09/13/04	4,669.92	0.00	0.00	0.00	0.00
14227114-90	9999999999	SACRAMENTO REGIONAL	09/13/04	09/13/04	45.00	0.00	0.00	0.00	0.00
14227115-30	9999999999	ROMOTIONAL MEDIA IN	09/25/04	09/15/04	985.00	0.00	0.00	0.00	0.00
14227115-40	9999999999	EL DORADO TRANSIT AU	09/25/04	09/18/04	225.00	0.00	0.00	0.00	0.00
14227115-50	9999999999	CITY OF FOLSOM	09/25/04	09/18/04	170.00	0.00	0.00	0.00	0.00
14227115-80	9999999999	SAN JOAQUIN REGIONAL	09/25/04	09/18/04	105.00	0.00	0.00	0.00	0.00
14227115-90	9999999999	CITY OF ROSEVILLE	09/25/04	09/18/04	193.20	0.00	0.00	0.00	0.00
14227117-00	9999999999	LOS ANGELES CO. BAR	10/03/04	09/18/04	75.00	0.00	0.00	0.00	0.00
*TOTAL GL-ACCT 1710					16,855.89	1,549.91	0.00	0.00	0.00

EXHIBIT III-D03

REPORT NAME:	Accounts Receivable Aging Report	REPORT NO:	CSTARD03
PURPOSE:	Provides information to help monitor Accounts Receivable.		
DESCRIPTION:	The report selects Document File records for General Ledger Accounts 1311 through 1599. Documents with a balance are displayed on the report in one of five aging columns. This report can help agencies collect outstanding receivables.		
REPORT REQUEST OPTIONS:			
Report Period:			
FM: CM, PM or PY			
P: Not Applicable			
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
0-No Organization	0-All Records	Not Applicable	1-Fund
1-Section	1-Project		2-Fund Detail
	2-Work Phase		
Fund Selection: Blank (all Funds) or any valid Fund (except 0998)			
GLA Selection: Blank (all GLAs) or any valid GLA from 1311 through 1599			
Additional Report Selection Options Popup Screen:			
Index Range:		Not Applicable.	
PCA Range:		Not Applicable.	
OBJ Range:		Not Applicable.	
FFY Selection:		Enter the FFY or leave blank for all FFYs.	
PRJ/WP Selection:		Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.	
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: PM or PY			
Level of Detail: All options available			
Fund Selection: Blank only			
GLA Selection: Blank only			
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only			

EXHIBIT III-D03 (Continued)

REPORT NAME: Accounts Receivable Aging Report	REPORT NO: CSTARD03																																				
<p>FINANCIAL ELEMENTS:</p> <p>The outstanding balance for each receivable document is displayed in one of the following aging columns:</p> <ul style="list-style-type: none"> 0-30 days; 31-60 days; 61-90 days; 91-120 days; or over 120 days (items over 365 days marked with '&' to the right of the column). <p>Document Balance: Calculated as the sum of Original, Adjustments and Liquidations. Normal balance is a Debit.</p>																																					
<p>SPECIAL NOTES:</p> <p>The aging is based upon a calculation of the number of days between the original accounting transaction Document Date (or Create Date if Document Date is not present) and the report "As Of Date". Document Date and Create Date are not displayed on the report.</p> <p>Dollar amounts up to \$9999999,999.99 can be displayed in each column and in all 'Total' lines.</p> <p>The General Ledger Account totals should reconcile to the G01 Report and agree with other document reports such as the Receivable Status Report (D04).</p> <p>Vendor Number is displayed without Vendor Suffix.</p> <p>If the requested Program level is 1 or 2, <u>only</u> documents with a Project Number are selected. (Project Number not blank.)</p> <p>Amounts in the "Over 120" column that are over one year old (365 days) are marked with an ampersand (&).</p> <p>After the "Total Subsidiary" line, two additional Total lines display the dollar value in the "Over 120" column:</p> <p style="margin-left: 40px;">Total 120-365 Days; and &Total Over 365 Days</p>																																					
<p>REPORT SORT:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">DATA FIELD</th> <th style="width: 30%;">SELECTION OPTIONS</th> <th style="width: 20%;">PAGE-BREAK</th> <th style="width: 25%;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>Section</td> <td>Level of Detail: I</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Project</td> <td>Level of Detail: P</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Fund</td> <td>Level of Detail: F</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>General Ledger</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Subsidiary</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Vendor Number</td> <td>None</td> <td>No</td> <td>No</td> </tr> <tr> <td>Document Number</td> <td>None</td> <td>No</td> <td>No</td> </tr> <tr> <td>FFY</td> <td>None</td> <td>No</td> <td>No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Section	Level of Detail: I	Yes	Yes	Project	Level of Detail: P	Yes	Yes	Fund	Level of Detail: F	Yes	Yes	General Ledger	None	Yes	Yes	Subsidiary	None	Yes	Yes	Vendor Number	None	No	No	Document Number	None	No	No	FFY	None	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																																		
Section	Level of Detail: I	Yes	Yes																																		
Project	Level of Detail: P	Yes	Yes																																		
Fund	Level of Detail: F	Yes	Yes																																		
General Ledger	None	Yes	Yes																																		
Subsidiary	None	Yes	Yes																																		
Vendor Number	None	No	No																																		
Document Number	None	No	No																																		
FFY	None	No	No																																		

EXHIBIT III-D03 (Continued)

CSTARD03 9990 (DEST: AA SPEC) PM, ,0,0,0,1, ***** RUN:12/15/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER 0(ORG) 0(NOPRJ)***** 1(FUND) FUND(ALL) GL(ALL)
DEPARTMENT OF AIR QUALITY
ACCOUNTS RECEIVABLE AGING
AS OF 11/30/04

FUND: 0001 GENERAL FUND
GLAN: 1312 ACCOUNTS RECEIVABLE - REIMBURSEMENTS
SUBSIDIARY:

VENDOR NAME	VENDOR NUMBER	DOC-SFX	FY	SOURCE	AS	-----AGED BALANCE IN DAYS-----				
						0-30	31-60	61-90	91-120	OVER 120
-----						-----	-----	-----	-----	-----
SAN JOSE-40805		30000050-00	03	991937-87		0.00	0.00	0.00	0.00	4,953.51
CUWA-41406		30000071-00	03	991937-89		0.00	0.00	0.00	0.00	0.20
BOEING-18901		40000007-00	03	991937-86		0.00	0.00	238.76	0.00	0.00
BOEING-18901		40000007-00	04	991937-86		0.00	0.00	23,122.30	0.00	0.00
BOEING-18901		40000016-00	03	991937-86		115.46	0.00	0.00	0.00	0.00
BOEING-18901		40000016-00	04	991937-86		5,401.75	0.00	0.00	0.00	0.00
*TOTAL SUBSIDIARY						5,517.21	0.00	23,361.06	0.00	4,953.71
TOTAL 120-365 DAYS										4,953.71
& TOTAL OVER 365 DAYS										0.00
*TOTAL GENERAL LEDGER 1312						5,517.21	0.00	23,361.06	0.00	4,953.71

EXHIBIT III-D04

REPORT NAME: Receivable Status Report	REPORT NO: CSTARD04																
PURPOSE: Provides information to monitor Accounts Receivables.																	
DESCRIPTION: The report selects Document File records for General Ledger Accounts 1311 through 1315, 1319, 1330, 1340, 1380, 1400 and 1500.																	
REPORT REQUEST OPTIONS:																	
<p>Report Period:</p> <p style="margin-left: 40px;">FM: CM, PM or PY P: Not Applicable</p> <p>Level of Detail:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left; width: 25%;"><u>Index (I)</u></th> <th style="text-align: left; width: 25%;"><u>Program (P)</u></th> <th style="text-align: left; width: 25%;"><u>Object/Source(O/S)</u></th> <th style="text-align: left; width: 25%;"><u>Fund (F)</u></th> </tr> </thead> <tbody> <tr> <td>0-No Organization</td> <td>0-All Records</td> <td>Not Applicable</td> <td>0-No Fund</td> </tr> <tr> <td>1-Section</td> <td>1-Project</td> <td></td> <td>1-Fund</td> </tr> <tr> <td></td> <td>2-Work Phase</td> <td></td> <td>2-Fund Detail</td> </tr> </tbody> </table> <p>Fund Selection: Blank (all Funds) or any valid Fund</p> <p>GLA Selection: Blank (all GLAs), 1311-1315, 1319, 1330, 1340, 1380, 1400 or 1500</p> <p>Additional Report Selection Options Popup Screen:</p> <p>Index Range: Enter the Index or range of Indexes. Leave blank for all Indexes.</p> <p>PCA Range: Enter the PCA or range of PCAs. Leave blank for all PCAs.</p> <p>OBJ Range: Enter the Object Detail or range of Object Details. Leave blank for all Object Details.</p> <p>FFY Selection: Enter the FFY or leave blank for all FFYs.</p> <p>PRJ/WP Selection: Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.</p> <p>Destination Options: All available output media</p> <p>E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:</p> <p style="margin-left: 40px;">Report Period FM: PM or PY Level of Detail: All options available Fund Selection: Blank only GLA Selection: Blank only Additional Report Selection Options Popup Screen: All selections and ranges – Blank only</p>		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>	0-No Organization	0-All Records	Not Applicable	0-No Fund	1-Section	1-Project		1-Fund		2-Work Phase		2-Fund Detail
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>														
0-No Organization	0-All Records	Not Applicable	0-No Fund														
1-Section	1-Project		1-Fund														
	2-Work Phase		2-Fund Detail														

EXHIBIT III-D04 (Continued)

REPORT NAME: Receivable Status Report	REPORT NO: CSTARD04																																
<p>FINANCIAL ELEMENTS:</p> <p>Original: The amount of the receivable document established by the original accounting transaction. Normal balance is a Debit.</p> <p>Adjustments: Net of subsequent adjustment entries to either increase or decrease the original document amount. Normal balance may be either a Debit or Credit.</p> <p>Liquidations: Collections or liquidations made against the document. Normal balance is a Debit.</p> <p>Interest: Always zero. This field is not used.</p> <p>Balance: Calculated as Original less Adjustments less Liquidations plus Interest. Normal balance is a Debit.</p>																																	
<p>SPECIAL NOTES:</p> <p>The Total for each General Ledger Account should agree with the G01 Report and with other Document File reports such as the D03 Report.</p> <p>If the requested Program level is 1 or 2, <u>only</u> documents with a Project Number are selected. (Project Number not blank.)</p> <p>PY reports exclude documents with a zero balance.</p>																																	
<p>REPORT SORT:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">DATA FIELD</th> <th style="width: 30%;">SELECTION OPTIONS</th> <th style="width: 20%;">PAGE-BREAK</th> <th style="width: 25%;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>Section</td> <td>Level of Detail: I</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Project</td> <td>Level of Detail: P</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Fund</td> <td>Level of Detail: F</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>General Ledger</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Subsidiary</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Document Number</td> <td>None</td> <td>No</td> <td>No</td> </tr> <tr> <td>Vendor Number</td> <td>None</td> <td>No</td> <td>No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Section	Level of Detail: I	Yes	Yes	Project	Level of Detail: P	Yes	Yes	Fund	Level of Detail: F	Yes	Yes	General Ledger	None	Yes	Yes	Subsidiary	None	Yes	Yes	Document Number	None	No	No	Vendor Number	None	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																														
Section	Level of Detail: I	Yes	Yes																														
Project	Level of Detail: P	Yes	Yes																														
Fund	Level of Detail: F	Yes	Yes																														
General Ledger	None	Yes	Yes																														
Subsidiary	None	Yes	Yes																														
Document Number	None	No	No																														
Vendor Number	None	No	No																														

EXHIBIT III-D04 (Continued)

CSTARD04 3940 (DEST: AA SPEC) PM, ,0,0,0,1,
FISCAL MONTH: 05 NOVEMBER 0(ORG) 0(NOPRJ)***** 1(FUND) FUND(ALL) GL(ALL)
DEPARTMENT OF AIR QUALITY
RECEIVABLE STATUS REPORT
AS OF 11/30/04

***** RUN:12/15/04 TIME:06.00

***** PAGE 39

FUND:	0001	GENERAL FUND
GLAN:	1400	DUE FROM OTHER FUNDS OR APPROPRIATIONS
SUBSIDIARY:	03870000	DUE FROM INTEGRATED WASTE MGMT ACCOUNT

DOC-SFX		VENDOR-SFX				VENDOR NAME			ORIGINAL				ADJUSTMENTS		LIQUIDATIONS		BALANCE	
FFY	FUND	FD	FS	M	REF	PROGRAM/CAT	OD	AO	INDX	SOURCE	AS	PCA	PROJ	WP	DOC DATE	LP DATE	DUE DATE	CL DATE
200000	068-00					CIWMB - 41501							74.81		0.00		0.00	74.81
2002	0001	00	R	1	001				0150	991913	46	80821			06-30-2003	07-28-2003		
400000	020-00					CIWMB-41501						1,210.36			0.00		0.00	1,210.36
2004	0001	00	R	1	001				0150	991913	46	80821			11-10-2004	11-12-2004		
*TOTAL SUBSIDIARY 03870000												1,285.17		0.00		0.00	1,285.17	

EXHIBIT III-D05

REPORT NAME:	Document Report of Claims Filed	REPORT NO:	CSTARD05
PURPOSE:	Provides information on outstanding Claims Filed documents. The report can help determine if SCO CD102s have been received and posted.		
DESCRIPTION:	The report contains Document File records in General Ledger Account 3020. These documents are created as a result of TC 360 and 361 for automated and manual claim schedules. Refer to the H04, Claims In Process and Filed Activity Report, for General Ledger Account 3021 information. Documents are liquidated with TC 252 and 362.		
REPORT REQUEST OPTIONS:			
Report Period:			
FM: CM, PM or PY			
P: Not Applicable			
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
0-No Organization	Not Applicable	Not Applicable	0-No Fund
1-Section			1-Fund
			2-Fund Detail
Fund Selection: Blank (all Funds) or any valid Fund			
GLA Selection: Not Applicable			
Additional Report Selection Options Popup Screen: Not applicable			
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: PM or PY			
Level of Detail: All options available			
Fund Selection: Blank only			
FINANCIAL ELEMENTS:			
Claims Filed: Total for the Claim Schedule (Original Document Amount). Normal balance is a Debit.			
Adjustments: Total of adjustments (Adjustment Amount) made to the Claim Schedule. Balance may be either a Debit or Credit.			
Warrants Written: The amount of Claims Paid (Liquidation Amount) by the SCO as entered in CALSTARS from CD102s, Notices of Claims Paid. Normal balance is a Credit.			
Balance: Calculated as Claims Filed plus Adjustments minus Warrants Written. Normal balance is a Debit.			

EXHIBIT III-D05 (Continued)

REPORT NAME: Document Report of Claims Filed	REPORT NO: CSTARD05																																								
<p>SPECIAL NOTES:</p> <p>Zero balance documents are excluded on a PY request.</p> <p>PM reports exclude documents with a zero balance when the "Document Create Date" (Month and Year) is greater than the report "As Of Date".</p>																																									
<p>REPORT SORT:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">DATA FIELD</th> <th style="width: 30%;">SELECTION OPTIONS</th> <th style="width: 20%;">PAGE-BREAK</th> <th style="width: 25%;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>Section</td> <td>Level of Detail: I</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>ENY</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Fund</td> <td>Level of Detail: F</td> <td>No</td> <td>Yes</td> </tr> <tr> <td>FFY</td> <td>None</td> <td>No</td> <td>Yes</td> </tr> <tr> <td>Document/ Claim Schedule</td> <td>None</td> <td>No</td> <td>No</td> </tr> <tr> <td>Appropriation Symbol</td> <td>Not displayed</td> <td>No</td> <td>No</td> </tr> <tr> <td>Fund Source</td> <td>Not displayed</td> <td>No</td> <td>No</td> </tr> <tr> <td>Method</td> <td>Not displayed</td> <td>No</td> <td>No</td> </tr> <tr> <td>Reference</td> <td>Not displayed</td> <td>No</td> <td>No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Section	Level of Detail: I	Yes	Yes	ENY	None	Yes	Yes	Fund	Level of Detail: F	No	Yes	FFY	None	No	Yes	Document/ Claim Schedule	None	No	No	Appropriation Symbol	Not displayed	No	No	Fund Source	Not displayed	No	No	Method	Not displayed	No	No	Reference	Not displayed	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																																						
Section	Level of Detail: I	Yes	Yes																																						
ENY	None	Yes	Yes																																						
Fund	Level of Detail: F	No	Yes																																						
FFY	None	No	Yes																																						
Document/ Claim Schedule	None	No	No																																						
Appropriation Symbol	Not displayed	No	No																																						
Fund Source	Not displayed	No	No																																						
Method	Not displayed	No	No																																						
Reference	Not displayed	No	No																																						

EXHIBIT III-D05 (Continued)

CSTARD05 9990 (DEST: L1 CPT1) PM, ,0,0,0,0, , , , , , , ***** RUN:10/27/04 TIME:19.15
FISCAL MONTH: 03 SEPTEMBER 0(ORG)***** 0(NOFUND) FUND(ALL)*****

DEPARTMENT OF AIR QUALITY
DOCUMENT REPORT OF CLAIMS FILED
AS OF 09/30/04

***** PAGE 2

ENACT YEAR: 04

CLAIM SCHED	OBJ	APN F	DOCUMENT	LST PROC	CLAIMS FILED	ADJUSTMENTS	WARRANTS		
NUMBER	FFY INDX DTL	PROJECT	SYM S FUND M	DATE	DATE		WRITTEN	BALANCE	
SOURCE									
00CS0260-00	04		900 D 0001 2	09-30-04	10-23-04	1,500.00	0.00	1,000.00	500.00
00CS0270-00	04		900 D 0001 2	09-30-04	10-13-04	3,265.00	0.00	3,265.00	0.00
00CS0280-00	04		900 D 0001 2	09-30-04	10-17-04	5,000.00	0.00	5,000.00	0.00
00CS0290-00	04		900 D 0001 2	10-06-04	10-07-04	0.00	0.00	0.00	0.00
00CS0320-00	04		900 D 0001 2	10-16-04	10-17-04	0.00	0.00	0.00	0.00
00CS0330-00	04		900 D 0001 2	10-26-04	10-27-04	0.00	0.00	0.00	0.00
00CS0340-00	04		900 D 0001 2	10-25-04	10-26-04	0.00	0.00	0.00	0.00
00CS0730-00	04		900 D 0001 2	10-18-04	10-19-04	409.38	0.00	0.00	409.38
*TOTAL EYR	00					95,366.91	0.00	24,392.89	70,974.02
TOTAL						95,366.91	0.00	24,392.89	70,974.02

EXHIBIT III-D06

REPORT NAME:	Document Report by Appropriation	REPORT NO:	CSTARD06
PURPOSE:	Provides information for monitoring the status of <u>ALL</u> documents by their appropriation classification, and some documents with no appropriation classification such as ORF advances and Account Receivables-Other.		
DESCRIPTION:	This report includes all Document File records, including those that are not normally supported in the Document File. See D16 Report also.		
REPORT REQUEST OPTIONS:			
Report Period:			
FM:	CM, PM or PY		
P:	Not Applicable		
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
Not Applicable	Not Applicable	Not Applicable	1-Fund 2-Fund Detail
Fund Selection: Blank (all Funds) or any valid Fund			
GLA Selection: Blank (all GLAs) or any valid GLA			
Additional Report Selection Options Popup Screen:			
Index Range:	Enter the Index or range of Indexes. Leave blank for all Indexes.		
PCA Range:	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
OBJ Range:	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
FFY Selection:	Enter the FFY or leave blank for all FFYs.		
PRJ/WP Selection:	Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.		
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: PM or PY			
Level of Detail: All options available			
Fund Selection: Blank only			
GLA Selection: Blank only			
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only			

EXHIBIT III-D06 (Continued)

REPORT NAME: Document Report by Appropriation	REPORT NO: CSTARD06																																
<p>FINANCIAL ELEMENTS:</p> <p>Original Document: The amount of the document established by the original accounting transaction. Normal balance is a Debit for Receivables and a Credit for Payables.</p> <p>Adjustments: Net of subsequent adjustment entries to increase or decrease the original document amount. Normal balance may be either a Debit or a Credit.</p> <p>Liquidations: The amount of liquidations (collections/payments) made against the document. After final liquidation of encumbrances, this amount equals the sum of the Original Document and Adjustment columns. Normal balance is a Credit for Receivables and a Debit for Payables.</p> <p>Payments: The actual payments recorded against the document. For encumbrances, this may exceed the amount shown in the Liquidations column. For most other documents this amount is the same as shown in the Liquidations column. Normal balance is a Credit for Receivables and a Debit for Payables.</p> <p>Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. Normal balance is a Debit for Receivables and a Credit for Payables.</p>																																	
<p>SPECIAL NOTES:</p> <p>PY reports excludes zero balance documents.</p> <p>If a document is set up and brought to a zero balance in the same fiscal month, it is on the specific fiscal month report, but not on subsequent reports (it is purged at the end of the fiscal month).</p> <p>"Reference" is shown in the header as an AS Table look-up field. It is not used for sorting records on the report.</p> <p>PM reports exclude documents with a zero balance when the "Document Create Date" (Month and Year) is greater than the report "As Of Date".</p> <p>Several Transaction Codes that post to the Document File require input of General Ledger Accounts (GLAN) for the Document File record. When a GLAN is entered that is not normally supported in the Document File, it appears on this report.</p> <p>Obligations are not shown on a PY report.</p>																																	
<p>REPORT SORT:</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 25%;">DATA FIELD</th> <th style="width: 25%;">SELECTION OPTIONS</th> <th style="width: 25%;">PAGE-BREAK</th> <th style="width: 25%;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>ENY</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Fund</td> <td>Level of Detail: F</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Appropriation Sym</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Program/Category</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>General Ledger</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Subsidiary</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Document Number</td> <td>None</td> <td>No</td> <td>No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	ENY	None	Yes	Yes	Fund	Level of Detail: F	Yes	Yes	Appropriation Sym	None	Yes	Yes	Program/Category	None	Yes	Yes	General Ledger	None	Yes	Yes	Subsidiary	None	Yes	Yes	Document Number	None	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																														
ENY	None	Yes	Yes																														
Fund	Level of Detail: F	Yes	Yes																														
Appropriation Sym	None	Yes	Yes																														
Program/Category	None	Yes	Yes																														
General Ledger	None	Yes	Yes																														
Subsidiary	None	Yes	Yes																														
Document Number	None	No	No																														

EXHIBIT III-D06 (Continued)

CSTARD06 9990 (DEST: L1CPT1) PM, ,0,0,0,2, , , , , , ,
FISCAL MONTH: 03 SEPTEMBER ***** 2(BYFDT) FUND(ALL) GL(ALL)

DEPARTMENT OF AIR QUALITY
DOCUMENT REPORT BY APPROPRIATION
AS OF 09/30/04

***** RUN:10/27/04 TIME:19.15

***** PAGE 234

ENY:	03				
FUND:	0001	GENERAL FUND			
FD:	00				
APPN:	001	SUPPORT			REF: 000
PROG/CAT:	10 00 000	CLEAN AIR			
GLAN:	3020	CLAIMS FILED			

SUBSIDIARY:

DOC_NO		SUF		FFY	OBJECT		ORIGINAL DOCUMENT			ADJUSTMENTS		LIQUIDATIONS		PAYMENTS		BALANCE	
FD_I	FS	MD	REF	INDEX	SOURCE	PCA	PROJECT	DOC_DATE	CR_DATE	LST_PROC	CL_DATE	VENDOR_NO/SF	VENDOR NAME				
DL000060	00	03						61.37-			0.00	61.37	61.37		0.00		
	O	1	001		000000			040801	040802	040905							
DL000070	00	03						275.63-			0.00	275.63	275.63		0.00		
	O	1	001		000000			040801	040802	040905							
DL000110	00	03						4,887.90-			0.00	4,887.90	4,887.90		0.00		
	O	1	001		000000			040817	040818	040905							
DL000150	00	03						841.81-			0.00	841.81	841.81		0.00		
	O	1	001		000000			040829	040830	041003							
DL000170	00	03						42.90-			0.00	42.90	42.90		0.00		
	O	1	001		000000			040913	040914	041003							
DL000220	00	03						1,095.00-			0.00	1,095.00	1,095.00		0.00		
	O	1	001		000000			040929	041002	041102							
DL000230	00	03						23.92-			0.00	23.92	23.92		0.00		
	O	1	001		000000			040929	041002	041102							
DL000250	00	03						30.25-			0.00	30.25	30.25		0.00		
	O	1	001		000000			041006	041010	041102							
DL000270	00	03						3,042.33-			0.00	3,042.33	3,042.33		0.00		
	O	1	001		000000			041018	041019	041102							
TOTAL SUBSIDIARY								10,301.11-			0.00	10,301.11	10,301.11		0.00		
TOTAL GENERAL LEDGER 3020								10,301.11-			0.00	10,301.11	10,301.11		0.00		

EXHIBIT III-D07

REPORT NAME: Year-end Document File Report of Encumbrances (GLA 6150)	REPORT NO: CSTARD07												
PURPOSE: The accounting data that supports the worksheet that is used to reclassify certain encumbrances as payables at Year-end.													
DESCRIPTION: General Ledger Account 6150 Document File records are selected for the report. This report assists agencies in the Year-end encumbrance reclassification process. Some agencies also use this report (with the Report Period: P: option of I) to aide in the identification of contracts signed with Individuals/Sole Proprietors subject to EDD's reporting requirements for independent contractors.													
REPORT REQUEST OPTIONS: <div style="margin-left: 20px;"> Report Period: FM: CM, PM or PY P: Blank (all Vendor Types) or I = Vendor Type I only </div> <div style="margin-left: 20px;"> Level of Detail: <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 25%;"><u>Index (I)</u></td> <td style="text-align: center; width: 25%;"><u>Program (P)</u></td> <td style="text-align: center; width: 25%;"><u>Object/Source(O/S)</u></td> <td style="text-align: center; width: 25%;"><u>Fund (F)</u></td> </tr> <tr> <td style="text-align: center;">0-No Organization</td> <td style="text-align: center;">Not Applicable</td> <td style="text-align: center;">Not Applicable</td> <td style="text-align: center;">0-No Sort/Sub-total on PCA</td> </tr> <tr> <td style="text-align: center;">1-Section</td> <td></td> <td></td> <td style="text-align: center;">1-Sort/Subtotal on PCA</td> </tr> </table> </div> <div style="margin-left: 20px;"> Fund Selection: Blank (all Funds) or any valid Fund GLA Selection: Not Applicable Additional Report Selection Options Popup Screen: <div style="margin-left: 20px;"> Index Range: Enter the Index or range of Indexes. Leave blank for all Indexes. PCA Range: Enter the PCA or range of PCAs. Leave blank for all PCAs. OBJ Range: Enter the Object Detail or range of Object Details. Leave blank for all Object Details. FFY Selection: Enter the FFY or leave blank for all FFYs. PRJ/WP Selection: Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases. </div> </div> <div style="margin-left: 20px;"> Destination Options: All available output media E1 (Electronic Storage) Report Request Options: E1 options are limited to the following: <div style="margin-left: 20px;"> Report Period FM: PM or PY P: Blank only Level of Detail: All options available Fund Selection: Blank only Additional Report Selection Options Popup Screen: All selections and ranges – Blank only </div> </div>		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>	0-No Organization	Not Applicable	Not Applicable	0-No Sort/Sub-total on PCA	1-Section			1-Sort/Subtotal on PCA
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>										
0-No Organization	Not Applicable	Not Applicable	0-No Sort/Sub-total on PCA										
1-Section			1-Sort/Subtotal on PCA										

EXHIBIT III-D07 (Continued)

REPORT NAME: Year-end Document File Report of Encumbrances (GLA 6150)	REPORT NO: CSTARD07																																												
FINANCIAL ELEMENTS: <p>Original Document: The amount of funds encumbered by the original accounting transaction. Normal balance is a Debit.</p> <p>Adjustments: Net of subsequent adjustment entries to increase or decrease the document. Balance may be either a Debit or a Credit.</p> <p>Liquidations: The amount of liquidations recorded against the document. After a final payment, this amount equals the sum of the Original Document and Adjustments. Normal balance is a Debit.</p> <p>Payments: The amount of payments made against the document. This may exceed the amount shown in the Liquidations column. Normal balance is a Debit.</p> <p>Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. Normal balance is a Debit.</p>																																													
SPECIAL NOTES: <p>Documents with a zero balance are excluded from the report.</p> <p>Vendor Types C, E, I, P and 0 are grouped together if the Report Period: P option is blank.</p>																																													
REPORT SORT: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">DATA FIELD</th> <th style="padding: 5px;">SELECTION OPTIONS</th> <th style="padding: 5px;">PAGE-BREAK</th> <th style="padding: 5px;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Section</td> <td style="padding: 5px;">Level of Detail: I</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes, if selected</td> </tr> <tr> <td style="padding: 5px;">ENY</td> <td style="padding: 5px;">None</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">Fund</td> <td style="padding: 5px;">None</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">Fund Detail</td> <td style="padding: 5px;">Not displayed</td> <td style="padding: 5px;">No</td> <td style="padding: 5px;">No</td> </tr> <tr> <td style="padding: 5px;">Vendor Type</td> <td style="padding: 5px;">Report Period: P</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">Appropriation Sym</td> <td style="padding: 5px;">None</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">Program/Category</td> <td style="padding: 5px;">None</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">PCA</td> <td style="padding: 5px;">Level of Detail: F</td> <td style="padding: 5px;">No</td> <td style="padding: 5px;">Yes, if F = 1</td> </tr> <tr> <td style="padding: 5px;">General Ledger</td> <td style="padding: 5px;">Not displayed</td> <td style="padding: 5px;">No</td> <td style="padding: 5px;">No</td> </tr> <tr> <td style="padding: 5px;">Document Number</td> <td style="padding: 5px;">None</td> <td style="padding: 5px;">No</td> <td style="padding: 5px;">No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Section	Level of Detail: I	Yes	Yes, if selected	ENY	None	Yes	Yes	Fund	None	Yes	Yes	Fund Detail	Not displayed	No	No	Vendor Type	Report Period: P	Yes	Yes	Appropriation Sym	None	Yes	Yes	Program/Category	None	Yes	Yes	PCA	Level of Detail: F	No	Yes, if F = 1	General Ledger	Not displayed	No	No	Document Number	None	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																																										
Section	Level of Detail: I	Yes	Yes, if selected																																										
ENY	None	Yes	Yes																																										
Fund	None	Yes	Yes																																										
Fund Detail	Not displayed	No	No																																										
Vendor Type	Report Period: P	Yes	Yes																																										
Appropriation Sym	None	Yes	Yes																																										
Program/Category	None	Yes	Yes																																										
PCA	Level of Detail: F	No	Yes, if F = 1																																										
General Ledger	Not displayed	No	No																																										
Document Number	None	No	No																																										

EXHIBIT III-D07 (Continued)

CSTARD07 9990 (DEST: AA SPEC) PM, ,0,0,0,1, / / / /
FISCAL MONTH: 05 NOVEMBER 0(ORG)***** 1(BYPCA) FUND(ALL) GL(6150)

***** RUN:12/15/04 TIME:06.00

DEPARTMENT OF AIR QUALITY
YEAR-END DOCUMENT FILE REPORT OF ENCUMBRANCES
AS OF 11/30/04

***** PAGE 283

ENACTMENT YR:	04		
FUND:	0439	UNDERGROUND STORAGE TANK CLEAN-UP FUND	
VENDOR TYPE:	C,E,I,P,0	VENDOR	
APPN:	131	CLAIM PAYMENTS - USTCF (3940-001-439)	
PROG/CAT:	10 00 000 000	WATER QUALITY PROGRAM	REF:001

DOC_NO	SUF	FFY	OBJECT	ORIGINAL DOCUMENT		ADJUSTMENTS			LIQUIDATIONS	PAYMENTS	BALANCE	
	FS	MD	REF	INDEX	PCA	PROJECT	DOC_DTE	CR_DTE	LAST_PROG	VENDOR_NO/SUF	VENDOR_NAME	
	--	--	--	--	--	-----	-----	-----	-----	-----	-----	
LC000445	03	04	3-33-570-01			15,581.00			0.00	15,551.00-		30.00
	O	1	001 0550	30530		040913		040914	040921	9999999999-99	THE CUSTOMER CO	
LC000541	03	04	3-33-570-01			95,000.00			0.00	4,072.00-	4,072.00-	90,928.00
	O	1	001 0550	30530		040819		040824	040901	9999999999-99	HUMBOLDT PETROLEUM, INC.	
LC000543	03	04	3-33-570-01			45,000.00			0.00	2,302.00-	2,302.00-	42,698.00
	O	1	001 0550	30530		040807		040810	040818	9999999999-99	HUMBOLDT PETROLEUM, INC.	
LC000545	03	04	3-33-570-01			110,000.00			0.00	30,423.00-	30,423.00-	79,577.00
	O	1	001 0550	30530		040719		040802	040806	9999999999-99	HUMBOLDT PETROLEUM, INC.	
LC000552	03	04	3-33-570-01			52,610.00			0.00	0.00	0.00	52,610.00

EXHIBIT III-D08

REPORT NAME:	Office Revolving Fund Status Report	REPORT NO:	CSTARD08
PURPOSE:	Provides information used to monitor the status of Office Revolving Fund (ORF) Advances.		
DESCRIPTION:	This report contains Fund 0998 documents with General Ledger Account (GLA) 1190, 1400, 1710, 1712 and 1714. Use the D02 Report to monitor the recovery of advances that are more than 30 days old.		
REPORT REQUEST OPTIONS:			
Report Period:			
FM: CM, PM or PY			
P: Not Applicable			
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
0-Sort by Doc Nbr	0-No GLAN Sort	Not Applicable	1-Fund
1-Sort by Vend Nbr	1-Sort by GLAN		2-Fund Detail
Fund Selection: Not Applicable			
GLA Selection: Blank (all GLAs) or any valid GLA (1190, 1400, 1710, 1712 and 1714)			
Additional Report Selection Options Popup Screen: Not applicable			
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: PM or PY			
Level of Detail: All options available			
GLA Selection: Blank only			
FINANCIAL ELEMENTS:			
Original: The amount established by the original accounting transaction. Normal balance is a Debit.			
Adjustments: Net of subsequent adjustment entries to increase (additional advances) or decrease (refunds) the original document. Normal balance may be either a Debit (increases) or Credit (decreases).			
Liquidations: Collections or liquidations made to the document. Normal balance is a Credit.			
Balance: Calculated as the sum of Original, Adjustments and Liquidations. Normal balance is a Debit.			

EXHIBIT III-D08 (Continued)

REPORT NAME: Office Revolving Fund Status Report	REPORT NO: CSTARD08
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SPECIAL NOTES:

Document Number follows Vendor Number and Vendor Name when the requested Index level is **1**.

For GLA 1400, the Vendor Number and Name, if present on the Document File, is ignored. The Vendor Number is left blank; and the Vendor Name is replaced with "Office Revolving Fund Cashier".

When the requested Fund level is **2** (Fund Detail) the report sorts records by the Information Fund Detail code, which is used to sort the document records. Agencies do not have to be doing Appropriation Fund Detail accounting to have documents sorted by Fund Detail in this report.

REPORT SORT:

The first table shows the sort order when the requested Program level is **0** and Index level is **0**. Document Number and Vendor Number are displayed in reverse order when the Index level is **1**.

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Fund	Level of Detail: F	Yes	Yes
Document Number	Level of Detail: I	No	No
Vendor Number	Level of Detail: I	No	Yes, if Sort

The second table shows the sort order when the requested Program level is **1** and Index level is **0**. Document Number and Vendor Number are displayed in reverse order when the Index level is **1**.

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Fund	Level of Detail: F	Yes	Yes
General Ledger	Level of Detail: P	Yes	Yes
Document Number	Level of Detail: I	No	No
Vendor Number	Level of Detail: I	No	Yes, if Sort

EXHIBIT III-D08 (Continued)

```
CSTARD08 9990 (DEST: AA SPEC) PM, ,0,0,0,1,          ,          ,          ,          ***** RUN:12/15/04 TIME:06.00  
FISCAL MONTH: 05 NOVEMBER      0(BYDN ) 0(NOGL )***** 1(FUND   )***** GL(ALL )
```

DEPARTMENT OF AIR QUALITY
OFFICE REVOLVING FUND STATUS REPORT
AS OF 11/30/04

***** PAGE 1

FUND: 0998 OFFICE REVOLVING FUND

DOC_NO /SFX		GL_ACCT	VENDOR_NO /SFX		VENDOR NAME		SUBSIDIARY			
FFY	INDEX	DOC_DATE	CR_DATE	LAST-PROC	DUE_DATE	CL_DATE	ORIGINAL	ADJUSTMENTS	LIQUIDATIONS	BALANCE
EA02CITY	05	1710	9999999999	99	CITY OF SACRAMENTO					
04	040803	040804	041026		040804		23,666.50	0.00	23,666.50-	0.00
EA02CITY	23	1710	9999999999	99	CITY OF SACRAMENTO					
04	040827	040827	041117		040827		23,666.50	0.00	23,490.10-	176.40
EA02FINA	24	1710	9999999999	99	DEPT OF FINANCE (IMMS A-15)					
04	040830	040831	040831		040831		425.00	0.00	0.00	425.00
EA02FOLS	20	1710	9999999999	99	FOLSOM STAGE LINE					
04	040817	040817	041207		040817		640.00	0.00	57.50-	582.50
EA02ROSE	19	1710	9999999999	99	CITY OF ROSEVILLE					
04	040817	040817	041015		040817		829.00	0.00	829.00-	0.00
EA03BOFA	16	1710	9999999999	99	BANK OF AMERICA					
04	040921	040921	040921		040921		245.00	0.00	0.00	245.00
EA03CITY	20	1710	9999999999	99	CITY OF SACRAMENTO					
04	040928	040928	041101		040928		23,666.50	0.00	17,028.02-	6,638.48
EA03ELDO	07	1710	9999999999	99	EL DORADO COUNTY TRANSIT AUTH					
04	040915	040915	040928		040915		780.00	0.00	780.00-	0.00
EA03FRIE	14	1710	9999999999	99	SAN FRANCISCO ESTUARY PROJECT					
04	040921	040921	041014		040921		50.00	0.00	50.00-	0.00
EA03GOVE	12	1710	9999999999	99	GOV'T FINANCE OFFICE ASSOC.					

EXHIBIT III-D09

REPORT NAME:	Document Report by General Ledger, Subsidiary Account and Document Number			REPORT NO:	CSTARD09
PURPOSE:	Displays all documents within each General Ledger Account and Subsidiary, where applicable. The totals for a General Ledger Account and/or Subsidiary on this report should match the G01 and S01 reports requested at the same level.				
DESCRIPTION:	The report displays all Document File records by the key to the General Ledger and Subsidiary Files as applicable. The Document File records are displayed in Document Number sequence. (See D10 Report for a listing of Document Records by Object of Expenditure.)				
REPORT REQUEST OPTIONS:					
Report Period:					
FM: CM, PM or PY					
P: Not Applicable					
Level of Detail:					
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>		
0-No Organization	0-Exclude	Not Applicable	0-No Fund		
1-Section	Subsidiary		1-Fund		
	1-Include		2-Fund Detail		
	Subsidiary		3-Project		
Fund Selection: Blank (all Funds) or any valid Fund					
GLA Selection: Blank (all GLAs) or any valid GLA					
Additional Report Selection Options Popup Screen:					
Index Range:	Enter the Index or range of Indexes. Leave blank for all Indexes.				
PCA Range:	Enter the PCA or range of PCAs. Leave blank for all PCAs.				
OBJ Range:	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.				
FFY Selection:	Enter the FFY or leave blank for all FFYs.				
PRJ/WP Selection:	Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.				
Destination Options: All available output media					
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:					
Report Period FM: PM or PY					
Level of Detail: All options available					
Fund Selection: Blank only					
GLA Selection: Blank only					
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only					

EXHIBIT III-D09 (Continued)

REPORT NAME: Document Report by General Ledger, Subsidiary Account and Document Number	REPORT NO: CSTARD09																																
FINANCIAL ELEMENTS: <p>Original Document: The amount established by the original accounting transaction. Normal balance is a Debit for Receivables; Credit for Payables.</p> <p>Adjustments: Net of subsequent adjustment entries to increase or decrease the document. Balance may be either a Debit or a Credit.</p> <p>Liquidations: The amount of the liquidations posted to the document. After final payment of Encumbrances (GLA 6150), this amount equals the total of the Original Document and Adjustments columns. Normal balance is a Credit for Receivables; Debit for Payables.</p> <p>Payments: The actual collections or payments made against the document. For Encumbrances, this column does not always equal the Liquidations column. Normal balance is a Credit for Receivables; Debit for Payables.</p> <p>Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. Normal balance is a Debit for Receivables; Credit for Payables.</p>																																	
SPECIAL NOTES: <p>When the report is requested with Section (Index level is 1), the IC Table General Ledger Organization Level Indicator is used to determine if the Document File is sorted by Section. When this indicator is set to 1 in the IC Table, "Section" appears on the report.</p> <p>When the report is requested with Fund Detail (Fund level is 2 or 3), the Fund Detail code is used to sort the documents. Agencies do not have to indicate Appropriation Control Indicator of 1 (Fund Detail level) on the D23 table in order to have documents sorted by Fund Detail on this report.</p> <p>When the report is requested with Project (Fund level is 3), the PC Table General Ledger Project Level Indicator is used to determine if the Document is sorted by Project. When this indicator is set to 1 or B on the PC Table, Project Number (not including Work Phase) appears on the report.</p> <p>Zero balance documents are excluded on a PY report.</p>																																	
REPORT SORT: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">DATA FIELD</th> <th style="padding: 5px;">SELECTION OPTIONS</th> <th style="padding: 5px;">PAGE-BREAK</th> <th style="padding: 5px;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Section</td> <td style="padding: 5px;">Level of Detail: I</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">No</td> </tr> <tr> <td style="padding: 5px;">Fund</td> <td style="padding: 5px;">Level of Detail: F</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">No</td> </tr> <tr> <td style="padding: 5px;">Project Number</td> <td style="padding: 5px;">Level of Detail: F</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">No</td> </tr> <tr> <td style="padding: 5px;">General Ledger</td> <td style="padding: 5px;">None</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">Subsidiary</td> <td style="padding: 5px;">Level of Detail: P</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">Document Number</td> <td style="padding: 5px;">None</td> <td style="padding: 5px;">No</td> <td style="padding: 5px;">No</td> </tr> <tr> <td style="padding: 5px;">FFY</td> <td style="padding: 5px;">None</td> <td style="padding: 5px;">No</td> <td style="padding: 5px;">No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Section	Level of Detail: I	Yes	No	Fund	Level of Detail: F	Yes	No	Project Number	Level of Detail: F	Yes	No	General Ledger	None	Yes	Yes	Subsidiary	Level of Detail: P	Yes	Yes	Document Number	None	No	No	FFY	None	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																														
Section	Level of Detail: I	Yes	No																														
Fund	Level of Detail: F	Yes	No																														
Project Number	Level of Detail: F	Yes	No																														
General Ledger	None	Yes	Yes																														
Subsidiary	Level of Detail: P	Yes	Yes																														
Document Number	None	No	No																														
FFY	None	No	No																														

EXHIBIT III-D09 (Continued)

CSTARD09 9990 (DEST: AA SPEC) PM, ,0,1,0,1, , , , ***** RUN:12/15/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER 0(ORG) 1(SUB)***** 1(FUND) FUND(ALL) GL(ALL)

DEPARTMENT OF AIR QUALITY
DOCUMENT REPORT BY GENERAL LEDGER, SUBSIDIARY ACCOUNT AND DOCUMENT NUMBER
AS OF 11/30/04

***** PAGE 25

FUND:	0001	GENERAL FUND
GENERAL LEDGER:	1400	DUE FROM OTHER FUNDS OR APPROPRIATIONS
SUBSIDIARY:	00140000	DUE FROM HAZARDOUS WASTE CONTROL ACCT

DOCUMENT NO FY EY C OB DTL AO							ORIGINAL DOCUMENT			ADJUSTMENTS			LIQUIDATIONS		PAYMENTS		BALANCE
FD	AS	FS	M	REF	INDX	SOURCE	PCA	PROJCT-WP	DOC	DATE	CR	DATE	LST	PROC	VENDOR NO/SFX	VENDOR NAME	
200000071-00	02	02						230,387.67					0.00		230,387.66-	230,387.66-	0.01
190 R	1	001	0550	991913-33	80821			06-30-03	08-01-03	09-13-04	9999999999-99	DEPT. OF TOXIC SUBSTANCES CTRL					
300000005-00	03	03						187,118.76					0.00		187,118.76-	187,118.76-	0.00
190 R	1	001	0550	991913-33	80821			11-10-03	11-13-03	09-13-04	9999999999-99	DEPT. OF TOXIC SUBSTANCES CTRL					
300000007-00	03	03						163,614.49					0.00		163,614.49-	163,614.49-	0.00
190 R	1	001	0550	991913-33	80821			11-26-03	12-02-03	09-13-04	9999999999-99	DEPT. OF TOXIC SUBSTANCES CTRL					
300000009-00	03	03						217,356.50					0.00		217,356.50-	217,356.50-	0.00
190 R	1	001	0550	991913-33	80821			01-13-04	01-13-04	09-13-04	9999999999-99	DEPT. OF TOXIC SUBSTANCES CTRL					
300000073-00	03	03						200,157.67					0.00		0.00	0.00	200,157.67
190 R	1	001	0550	991913-33	80821			06-30-04	07-22-04	07-28-04	9999999999-99	DEPT. OF TOXIC SUBSTANCES CTRL					
300000074-00	03	03						33,042.86					0.00		0.00	0.00	33,042.86
190 R	1	001	0550	991913-33	80821			06-30-04	07-22-04	07-28-04	9999999999-99	DEPT. OF TOXIC SUBSTANCES CTRL					
400000001-00	04	04						363,916.63					0.00		0.00	0.00	363,916.63
190 R	1	001	0550	991913-33	80821			09-20-04	09-28-04	09-28-04	9999999999-99	DEPT. OF TOXIC SUBSTANCES CTRL					

EXHIBIT III-D10

REPORT NAME: Document Report by General Ledger, Subsidiary Account and Object	REPORT NO: CSTARD10																				
PURPOSE: Displays all documents within each General Ledger Account and Subsidiary, where applicable, by Object of Expenditure. The totals for a General Ledger Account and/or Subsidiary on this report should match the G01 and S01 reports requested at the same level.																					
DESCRIPTION: The report displays all Document File records by the key to the General Ledger and Subsidiary Files as applicable. The Document File records are displayed in Object of Expenditure sequence. (See D09 for a listing of Document Records in Document Number sequence.)																					
REPORT REQUEST OPTIONS:																					
<p>Report Period:</p> <p> FM: CM, PM or PY P: Not Applicable</p> <p>Level of Detail:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left; width: 25%;"><u>Index (I)</u></th> <th style="text-align: left; width: 25%;"><u>Program (P)</u></th> <th style="text-align: left; width: 25%;"><u>Object/Source(O/S)</u></th> <th style="text-align: left; width: 25%;"><u>Fund (F)</u></th> </tr> </thead> <tbody> <tr> <td>0-No Organization</td> <td>0-Exclude</td> <td>Not Applicable</td> <td>0-No Fund</td> </tr> <tr> <td>1-Section</td> <td>Subsidiary</td> <td></td> <td>1-Fund</td> </tr> <tr> <td></td> <td>1-Include</td> <td></td> <td>2-Fund Detail</td> </tr> <tr> <td></td> <td>Subsidiary</td> <td></td> <td>3-Project</td> </tr> </tbody> </table> <p>Fund Selection: Blank (all Funds) or any valid Fund</p> <p>GLA Selection: Blank (all GLAs) or any valid GLA</p> <p>Additional Report Selection Options Popup Screen:</p> <p> Index Range: Enter the Index or range of Indexes. Leave blank for all Indexes.</p> <p> PCA Range: Enter the PCA or range of PCAs. Leave blank for all PCAs.</p> <p> OBJ Range: Enter the Object Detail or range of Object Details. Leave blank for all Object Details.</p> <p> FFY Selection: Enter the FFY or leave blank for all FFYs.</p> <p> PRJ/WP Selection: Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.</p> <p>Destination Options: All available output media</p> <p>E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:</p> <p> Report Period FM: PM or PY</p> <p> Level of Detail: All options available</p> <p> Fund Selection: Blank only</p> <p> GLA Selection: Blank only</p> <p> Additional Report Selection Options Popup Screen: All selections and ranges – Blank only</p>		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>	0-No Organization	0-Exclude	Not Applicable	0-No Fund	1-Section	Subsidiary		1-Fund		1-Include		2-Fund Detail		Subsidiary		3-Project
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>																		
0-No Organization	0-Exclude	Not Applicable	0-No Fund																		
1-Section	Subsidiary		1-Fund																		
	1-Include		2-Fund Detail																		
	Subsidiary		3-Project																		

EXHIBIT III-D10 (Continued)

REPORT NAME: Document Report by General Ledger, Subsidiary Account and Object	REPORT NO: CSTARD10																																				
FINANCIAL ELEMENTS: <p>Original Document: The amount of the document established by the original accounting transaction. Normal balance is a Debit for Receivables; Credit for Payables.</p> <p>Adjustments: Net of subsequent adjustment entries to increase or decrease the document. Balance may be either a Debit or a Credit.</p> <p>Liquidations: The amount of the liquidations posted to the document. After final payment for Encumbrances (GLA 6150), this amount equals the total of the Original Document and Adjustments columns. Normal balance is a Credit for Receivables; a Debit for Payables.</p> <p>Payments: The actual collections or payments made against the document. For Encumbrances, this column does not always equal the Liquidations column. Normal balance is a Credit for Receivables; Debit for Payables.</p> <p>Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. Normal balance is a Debit for Receivables; Credit for Payables.</p>																																					
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DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																																		
Section	Level of Detail: I	Yes	No																																		
Fund	Level of Detail: F	Yes	No																																		
Project Number	Level of Detail: F	Yes	No																																		
General Ledger	GLA Selection	Yes	Yes																																		
Subsidiary	Level of Detail: P	Yes	Yes																																		
Category	None	No	No																																		
Document Number	None	No	No																																		
FFY	None	No	No																																		

EXHIBIT III-D10 (Continued)

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CSTARD10 9990 (DEST: AA SPEC) PM, ,0,0,0,1,          ,          ,          ,          ***** RUN:12/15/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER      0(ORG ) 0(NOSUB)***** 1(FUND ) FUND(ALL ) GL(ALL )
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DEPARTMENT OF AIR QUALITY
DOCUMENT REPORT BY GENERAL LEDGER, SUBSIDIARY ACCOUNT AND OBJECT
AS OF 11/30/04

***** PAGE 116

FUND:	0001	GENERAL FUND
GENERAL LEDGER:	6150	ENCUMBRANCES

C	OB	DTL	AO	DOCUMENT NO	FY	EY	ORIGINAL DOCUMENT	ADJUSTMENTS	LIQUIDATIONS	PAYMENTS	BALANCE
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U.S. OF DICE NO.	DOCUMENT NO.	11	12	ORIGINAL DOCUMENT	RECOMMENDATION	RECOMMENDATION	RECOMMENDATION	RECOMMENDATION	RECOMMENDATION
-----	-----	11	12	-----	-----	-----	-----	-----	-----

FD	AS	FS	M	REF	INDX	SOURCE	PCA	PROJECT-WP	DOC	DATE	CR	DATE	IST	PROC	VENDOR	NO/SEF	VENDOR NAME
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FD	AS	FS	M	REF	INDX	SOURCE	PCA	PROCCY-WF	DOC	DATE	CR	DATE	EST	PROC	VENDOR	NO/STX	VENDOR NAME
FD	AS	FS	M	REF	INDX	SOURCE	PCA	PROCCY-WF	DOC	DATE	CR	DATE	EST	PROC	VENDOR	NO/STX	VENDOR NAME

3-11-206	DTA32088-00	03	03	88	26	0	00	88	26	81	18	0	00
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3-11-206	P1A3Z099-00	03	03	98.26	0.00	98.26-	91.19-	0.00
0000	2 001 0170			00000	06 15 04 06 15 04 12 07 04	000000000000	00	DRISON IMPROVEDLY MATHODITY

[illegible]

3-11-206	PTR22034-00	02	02	694.40	0.00	0.00	0.00	694.40
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900 D	2	001	0550	80000	09-10-02	09-10-02	9999999999-99	OFFICE OF STATE PRINTING
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3-11-206	PTR22220-00	02	02	23.03	0.00	0.00	0.00	23.03
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900 D 2 001 0180 80000 06-13-03 06-13-03 9999999999-99 OFFICE OF STATE PRINTING

3-11-206	03215509-40	03	03	3,293.38	0.00	3,277.66-	0.00	15.72
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900 D	2	001 0215	80000	06-23-04	06-23-04	07-14-04	9999999999-99	ALLIED NETWORK SOLUTION
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3-11-223	03170205-20	03	03	255.00	0.00	0.00	0.00	255.00
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900 D	2	001	0170	80000	11-24-03	11-24-03	9999999999-99	COUNTY OF IMPERIAL, ASSESSOR
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[illegible]

3-11-223	03220207-30	03	03	130.00	0.00	0.00	0.00	130.00
800.00	2 001 0230			800000	02-23-04	02-23-04	02-23-04	8888888888-88 ADMINISTRATIVE LAW OFFICE OF

3	11	233	0223-04	02-23-04	02-23-04	02-23-04	9999999999-99	ADMINISTRATIVE LAW, OFFICE OF	18	003	37
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3-11-223		03220209-10	03	03	28,067.37	0.00	9,075.00-	9,075.00-	18,992.37
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900 D	2 001 0220	800000	05-27-04	08-19-04	999999999999-99	WEST GROUP PAYMENT CENTER
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3-11-223	03600208-50	03	03	276.92	115.29	350.25-	350.25-	41.96
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900 D	2	001	0600	80000	04-16-04	04-16-04	06-30-04	9999999999-99	WEST	GROUP	PAYMENT	CENTER
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3-11-225	03150508-30	03	03	6,500.61	0.00	6,500.61-	6,559.88-	0.00
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900 D 2 001 0150 80000 06-15-04 06-15-04 09-07-04 9999999999-99 ATV VIDEO CENTER, INC.

3-11-226	PIA32102-00	03	03	3,254.00	0.00	3,067.00-	3,067.00-	187.00
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900 D 2 001 0120 80000 06-15-04 06-15-04 12-07-04 9999999999-99 PRISON INDUSTRY AUTHORITY

3-11-238	PIA32107-00	03	03	497.00	0.00	497.00-	482.00-	0.00
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900 D	2 001 0210	80000	06-15-04	06-15-04	12-07-04	9999999999-99	PRISON INDUSTRY AUTHORITY
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3-11-238	PTA35016-00	03	03	810	22	00-13-04	00-13-04	12-07-04	9999999999-99	PRISON	INDUSTRI	AUTHORITY	810	22
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3-11-238	F1A35016-00	03	03	910.22	0.00	0.00	0.00	910.22
800.00	2 001 0110			80000	10-01-03	10-01-03	9999999999-99	PRISON INDUSTRY AUTHORITY

EXHIBIT III-D11

REPORT NAME:	Report of Document File Records with Abnormal Balances	REPORT NO:	CSTARD11
PURPOSE:	Provides information on Document File records with abnormal balances.		
DESCRIPTION:	The Report displays Document File records when the balance is a Credit for Receivables (General Ledger Accounts 1110 through 2920) or a Debit for Payables (General Ledger Accounts 3010 through 4430, 6150 and 6170). Only those records with an abnormal balance are on this report.		
REPORT REQUEST OPTIONS:			
Report Period:			
FM: CM, PM or PY			
P: Not Applicable			
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
0-No Organization	0-No Project	Not Applicable	1-Fund
1-Section	1-Project		2-Fund Detail
	2-Work Phase		
Fund Selection: Blank (all Funds) or any valid Fund			
GLA Selection: Blank (all GLAs) or any valid GLA			
Additional Report Selection Options Popup Screen:			
Index Range:	Enter the Index or range of Indexes. Leave blank for all Indexes.		
PCA Range:	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
OBJ Range:	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
FFY Selection:	Enter the FFY or leave blank for all FFYs.		
PRJ/WP Selection:	Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.		
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: PM or PY			
Level of Detail: All options available			
Fund Selection: Blank only			
GLA Selection: Blank only			
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only			

EXHIBIT III-D11 (Continued)

REPORT NAME: Report of Document File Records with Abnormal Balances	REPORT NO: CSTARD11																																
FINANCIAL ELEMENTS: <p>Original Document: The amount established by the original accounting transaction. Normal balance is a Debit for Receivables and a Credit for Payables.</p> <p>Adjustments: Net of subsequent adjustment entries to increase or decrease the document. Balance may be either a Debit or Credit.</p> <p>Liquidations: The amount that has been liquidated. After final liquidation, this amount should equal the sum of the original and adjustment amount. Normal balance is a Credit for Receivables and a Debit for Payables.</p> <p>Payments: The actual amount of payments/collections made against the document number. Normal balance is a Credit for Receivables and a Debit for Payables.</p> <p>Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. If the result is an abnormal balance (Credit for Receivables or Debit for Payables), the record is included on the report.</p>																																	
SPECIAL NOTES: <p>Obligations are not shown on a PY report.</p>																																	
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DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																														
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Project Number	Level of Detail: P	Yes	Yes																														
Fund	Level of Detail: F	Yes	Yes																														
General Ledger	None	Yes	Yes																														
Document Number	None	No	No																														
ENY	None	No	No																														
Program/Category	None	No	No																														

EXHIBIT III-D11 (Continued)

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CSTARD11 9990 (DEST: AA SPEC) PM, ,0,0,0,1, , , , , , , , , , ***** RUN:12/15/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER      0(ORG ) 0(NOPRJ)***** 1(FUND ) FUND(ALL ) GL(ALL )
```

DEPARTMENT OF AIR QUALITY
REPORT OF DOCUMENT FILE RECORDS WITH AN ABNORMAL BALANCE
AS OF 11/30/04

***** PAGE 1

FUND: 0001 GENERAL FUND
GLAN: 1311 ACCOUNTS/REC - ABATEMENTS

DOC_NO SUF ENY PROGRAM / CAT							CAT OB DTL AG		ORIGINAL DOC		ADJUSTMENTS		LIQUIDATIONS		PAYMENTS		BALANCE	
FD_I	FS	MD	REF	FFY	INDEX	PCA	PROJECT	SUBSIDRY	DOC_DATE	CR_DATE	LST_PROC	CL_DATE	VENDOR_NO/SF	VENDOR_NAME				

PAR09172	00	02					1	01	003	20.60-	0.00			18.47	18.47	2.13-		
	D	2	001	02	0250	80199			08/09/02	08/21/02	06/25/04		9999999999-99	JOHN A DOE				
PAR16629	00	02					1	01	003	0.00	0.00			10.27-	10.27-	10.27-		
	D	2	001	02	0150	80199			01/09/04	06/30/04	07/08/04		9999999999-99	JOHN B DOE				
PAR64557	00	02					1	01	003	376.46	0.00			678.61-	678.61-	302.15-		
	D	2	001	02	0215	80199			04/05/04	04/28/04	06/24/04		9999999999-99	JS DOE				

EXHIBIT III-D12

REPORT NAME:	Encumbrance and Obligation Documents Supporting the Q12 Report			REPORT NO:	CSTARD12
PURPOSE:	Lists documents that support the Encumbrances and Obligations column on the Q12 Report.				
DESCRIPTION:	The Report lists Document File records for General Ledger Accounts 6150 and 6170 with balances other than zero. Records are listed in the same sequence as the Q12 Report and sorted within that sequence by Document Number. (The totals for a Category match the applicable Q12 Report line when requested at the same level with the GLAN 6150 option.)				
REPORT REQUEST OPTIONS:					
Report Period:					
FM: CM, PM or PY					
P: Blank=All Fiscal Years, C=Current Fiscal Year, P=Prior Fiscal Years					
Level of Detail:					
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>		
0-No Organization	0-No Program	0-No Object	0-No Fund		
1-Section	1-Program	1-Category	1-Fund		
2-Sub-Section	2-Element	2-Object	2-Fund Detail		
3-Unit	3-Component	3-Object Detail	4-Fund after Index		
4-Sub-Unit	4-Task	4-Agency Object	5-Fund Detail		
5-Sub-Sub-Unit	5-PCA		after Index		
6-Index					
Fund Selection: Blank (all Funds) or any valid Fund					
GLA Selection: Blank (6150 and 6170), 6150 or 6170					
Additional Report Selection Options Popup Screen:					
Index Range:		Enter the Index or range of Indexes. Leave blank for all Indexes.			
PCA Range:		Enter the PCA or range of PCAs. Leave blank for all PCAs.			
OBJ Range:		Enter the Object Detail or range of Object Details. Leave blank for all Object Details.			
FFY Selection:		Enter the FFY or leave blank for all FFYs.			
PRJ/WP Selection:		Not applicable.			
Destination Options: All available output media					
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:					
Report Period FM: PM or PY					
P: Blank only					
Level of Detail: All options available					
Fund Selection: Blank only					
GLA Selection: Blank only					
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only					

EXHIBIT III-D12 (Continued)

REPORT NAME: Encumbrance and Obligation Documents Supporting the Q12 Report	REPORT NO: CSTARD12																																				
FINANCIAL ELEMENTS: <p>Original Document: The amount established by the original accounting transaction. Normal balance is a Debit.</p> <p>Adjustments: Net of subsequent adjustment entries to increase or decrease the document. Balance may be either a Debit or a Credit.</p> <p>Liquidations: The amount of the liquidations posted to the document. After final payment of Encumbrances (GLA 6150), this amount equals the total of the Original Document and Adjustments columns. Normal balance is a Credit.</p> <p>Payments: The actual collections or payments made against the document. For Encumbrances, this column does not always equal the Liquidations column. Normal balance is a Credit.</p> <p>Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. Normal balance is a Debit.</p>																																					
SPECIAL NOTES: <p>The Document File is not affected by Cost Allocation or Fund Split. Therefore, the Q12 Report <u>must</u> be requested with the General Ledger Account 6150 option. Otherwise, the D12 Report and Q12 Report encumbrance difference represents allocated encumbrances.</p> <p>When the report is requested with Fund Detail (Fund level is 2 or 5), the Fund Detail code is used to sort the documents. Agencies do not have to indicate an Appropriation Control Indicator of 1 (Fund Detail Level) on the D23 table in order to have documents sorted by Fund Detail on this report.</p> <p>When the requested Fund level is 4 or 5, Fund and Fund Source follow Organization in the sorting of records on the report.</p> <p>The program and organization data displayed on the report is derived from the Document File record. The program and organization Document File Key data is not used for sorting purposes.</p> <p>Documents with a zero balance are excluded from the report.</p>																																					
REPORT SORT: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">DATA FIELD</th> <th style="padding: 5px;">SELECTION OPTIONS</th> <th style="padding: 5px;">PAGE-BREAK</th> <th style="padding: 5px;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">FFY</td> <td style="padding: 5px;">Report Period: P</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">Fund</td> <td style="padding: 5px;">Level of Detail: F</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">Fund Source</td> <td style="padding: 5px;">None</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">Organization</td> <td style="padding: 5px;">Level of Detail: I</td> <td style="padding: 5px;">Yes</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">Program</td> <td style="padding: 5px;">Level of Detail: P</td> <td style="padding: 5px;">No</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">Category</td> <td style="padding: 5px;">Level of Detail: O/S</td> <td style="padding: 5px;">No</td> <td style="padding: 5px;">Yes</td> </tr> <tr> <td style="padding: 5px;">General Ledger</td> <td style="padding: 5px;">GLAN</td> <td style="padding: 5px;">No</td> <td style="padding: 5px;">No</td> </tr> <tr> <td style="padding: 5px;">Document Number</td> <td style="padding: 5px;">None</td> <td style="padding: 5px;">No</td> <td style="padding: 5px;">No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	FFY	Report Period: P	Yes	Yes	Fund	Level of Detail: F	Yes	Yes	Fund Source	None	Yes	Yes	Organization	Level of Detail: I	Yes	Yes	Program	Level of Detail: P	No	Yes	Category	Level of Detail: O/S	No	Yes	General Ledger	GLAN	No	No	Document Number	None	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																																		
FFY	Report Period: P	Yes	Yes																																		
Fund	Level of Detail: F	Yes	Yes																																		
Fund Source	None	Yes	Yes																																		
Organization	Level of Detail: I	Yes	Yes																																		
Program	Level of Detail: P	No	Yes																																		
Category	Level of Detail: O/S	No	Yes																																		
General Ledger	GLAN	No	No																																		
Document Number	None	No	No																																		

EXHIBIT III-D12 (Continued)

CSTARD12 9990 (DEST: AA SPEC) PM, ,4,1,4,1, , , , , , , , , ***** RUN:12/15/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER 4(SBU) 1(PROG) 4(AGYOBJ) 1(FUND) FUND(ALL) GL(ALL)

ENCUMBRANCE & OBLIGATION DOCUMENTS SUPPORTING THE Q12 REPORT
AS OF 11/30/04

***** PAGE 204

FFY:	03	
FUND:	6022	COASTAL NONPOINT SOURCE CONTROL SUBACCOUNT
FUND SOURCE:	B	BOND FUNDS
ORGANIZATION:	55-00-00-00	DIVISION OF FINANCIAL ASSISTANCE

PG	DESCRIPTION			C	OB	DTL	AO	GLAN	DOCUMENT	NO	CR	DATE	LST	PROC
VENDOR NO/SFX	VENDOR NAME	ORIGINAL DOCUMENT	ADJUSTMENTS			LIQUIDATIONS			PAYMENTS			BALANCE		
10	9999999999-99	CITY OF PACIFIC G	WATER QUALITY PROGRAM	500,000.00	6-61-702-01	6150	12245500-01	08/21/03	09/14/04					
							0.00	450,000.00-				373,476.00-		50,000.00
10	9999999999-99	COUNTY OF ORANGE	WATER QUALITY PROGRAM	500,000.00	6-61-702-01	6150	12265500-00	08/21/03	07/12/04					
							250,000.00-	450,000.00-				364,754.00-		300,000.00
10	9999999999-99	COUNTY OF ORANGE	WATER QUALITY PROGRAM	500,000.00	6-61-702-01	6150	12275500-00	08/21/03	12/03/03					
							0.00	446,758.37-				446,758.37-		53,241.63
10	9999999999-99	COUNTY OF SANTA B	WATER QUALITY PROGRAM	227,000.00	6-61-702-01	6150	12285500-00	08/21/03	05/03/04					
							0.00	11,863.39-				11,863.39-		215,136.61
10	9999999999-99	CITY OF IMPERIAL	WATER QUALITY PROGRAM	250,000.00	6-61-702-01	6150	12295500-00	10/20/03	11/02/04					
							500,000.00-	167,260.00-				167,260.00-		582,740.00
10	9999999999-99	CITY OF CALABASAS	WATER QUALITY PROGRAM	50,000.00	6-61-702-01	6150	12315500-00	08/21/03	06/18/04					
							335,000.00-	29,425.00-				29,425.00-		355,575.00
10	9999999999-99	CITY OF LONG BEAC	WATER QUALITY PROGRAM	100,000.00	6-61-702-01	6150	12345500-00	08/21/03	08/21/03					
							0.00	0.00				0.00		100,000.00
*TOTAL AGENCY OBJECT 01			44,348,270.60				13,139,575.00	16,229,938.90-				12,056,185.83-		41,257,906.70
*TOTAL OBJECT DETAIL 702			44,348,270.60				13,139,575.00	16,229,938.90-				12,056,185.83-		41,257,906.70
*TOTAL OBJECT 61			44,348,270.60				13,139,575.00	16,229,938.90-				12,056,185.83-		41,257,906.70
*TOTAL CATEGORY 6			44,348,270.60				13,139,575.00	16,229,938.90-				12,056,185.83-		41,257,906.70
*TOTAL PROGRAM 10			44,348,270.60				13,139,575.00	16,229,938.90-				12,056,185.83-		41,257,906.70
*TOTAL SECTION 55			44,348,270.60				13,139,575.00	16,229,938.90-				12,056,185.83-		41,257,906.70
*TOTAL FUND SOURCE B			44,348,270.60				13,139,575.00	16,229,938.90-				12,056,185.83-		41,257,906.70
*TOTAL FUND 6022			44,348,270.60				13,139,575.00	16,229,938.90-				12,056,185.83-		41,257,906.70
*TOTAL FFY 03			318,250,227.31				35,673,227.55	153,789,664.30-				130,565,452.15-		200,133,790.56

EXHIBIT III-D13

REPORT NAME:	Encumbrance and Obligation Documents Supporting the Q16 Report	REPORT NO:	CSTARD13
PURPOSE:	Lists documents that support the Encumbrances and Obligations column on the Q16 Report.		
DESCRIPTION:	The report lists Document File records for General Ledger Accounts 6150 and 6170 with balances other than zero. Records are listed in the same sequence as the Q16 Report and sorted within that sequence by Document Number. (The totals for a Category match the applicable Q16 Report line when requested at the same level with the GLAN 6150 option.)		
REPORT REQUEST OPTIONS:			
Report Period:			
FM: CM, PM or PY			
P: Blank=All Fiscal Years, C=Current Fiscal Year, P=Prior Fiscal Years			
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
0-No Organization	0-No Program	0-No Object	0-No Fund
1-Section	1-Program	1-Category	1-Fund
2-Sub-Section	2-Element	2-Object	2-Fund Detail
3-Unit	3-Component	3-Object Detail	4-Fund after PCA
4-Sub-Unit	4-Task	4-Agency Object	5-Fund Detail
5-Sub-Sub-Unit	5-PCA		after PCA
6-Index			
Fund Selection: Blank (all Funds) or any valid Fund			
GLA Selection: Blank (6150 and 6170), 6150 or 6170			
Additional Report Selection Options Popup Screen:			
Index Range:	Enter the Index or range of Indexes. Leave blank for all Indexes.		
PCA Range:	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
OBJ Range:	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
FFY Selection:	Enter the FFY or leave blank for all FFYs.		
PRJ/WP Selection:	Not applicable.		
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: PM or PY			
P: Blank only			
Level of Detail: All options available			
Fund Selection: Blank only			
GLA Selection: Blank only			
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only			

EXHIBIT III-D13 (Continued)

REPORT NAME: Encumbrance and Obligation Documents Supporting the Q16 Report	REPORT NO: CSTARD13																																				
FINANCIAL ELEMENTS: <p>Original Document: The amount of the document established by the original accounting transaction. Normal balance is a Debit.</p> <p>Adjustments: Net of subsequent adjustment entries to increase or decrease the document. Balance may be either a Debit or a Credit.</p> <p>Liquidations: The amount of the liquidations posted to the document. After final payment of Encumbrances (GLA 6150), this amount equals the total of the Original Document and Adjustments columns. Normal balance is a Credit.</p> <p>Payments: The actual collections or payments made against the document. For Encumbrances, this column does not always equal the Liquidations column. Normal balance is a Debit.</p> <p>Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. Normal balance is a Debit.</p>																																					
SPECIAL NOTES: <p>The Document File is not affected by Cost Allocation or Fund Split. Therefore, the Q16 Report must be requested with the General Ledger Account 6150 option. Otherwise, the D13 Report and Q16 Report encumbrance difference represents allocated encumbrances.</p> <p>When the report is requested with Fund Detail (Fund level is 2 or 5), the Fund Detail code is used to sort the documents. Agencies do not have to indicate an Appropriation Control Indicator of 1 (Fund Detail Level) on the D23 table in order to have documents sorted by Fund Detail on this report.</p> <p>When the requested Fund level is 4 or 5, Fund and Fund Source follow Program in the sorting of records on the report.</p> <p>The program and organization data displayed on the report is from the informational area of the Document File record. The program and organization Document File Key data is not used for sorting purposes.</p> <p>Documents with a zero balance are excluded from the report.</p>																																					
REPORT SORT: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 25%;">DATA FIELD</th> <th style="width: 30%;">SELECTION OPTIONS</th> <th style="width: 20%;">PAGE-BREAK</th> <th style="width: 25%;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>FFY</td> <td>Report Period: P</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Fund</td> <td>Level of Detail: F</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Fund Source</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Program</td> <td>Level of Detail: P</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Organization</td> <td>Level of Detail: I</td> <td>No</td> <td>Yes</td> </tr> <tr> <td>Category</td> <td>Level of Detail: O/S</td> <td>No</td> <td>Yes</td> </tr> <tr> <td>General Ledger</td> <td>GLAN</td> <td>No</td> <td>No</td> </tr> <tr> <td>Document Number</td> <td>None</td> <td>No</td> <td>No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	FFY	Report Period: P	Yes	Yes	Fund	Level of Detail: F	Yes	Yes	Fund Source	None	Yes	Yes	Program	Level of Detail: P	Yes	Yes	Organization	Level of Detail: I	No	Yes	Category	Level of Detail: O/S	No	Yes	General Ledger	GLAN	No	No	Document Number	None	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																																		
FFY	Report Period: P	Yes	Yes																																		
Fund	Level of Detail: F	Yes	Yes																																		
Fund Source	None	Yes	Yes																																		
Program	Level of Detail: P	Yes	Yes																																		
Organization	Level of Detail: I	No	Yes																																		
Category	Level of Detail: O/S	No	Yes																																		
General Ledger	GLAN	No	No																																		
Document Number	None	No	No																																		

EXHIBIT III-D13 (Continued)

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CSTARD13 9990 (DEST: AA SPEC) PM,C,6,5,3,1,          ,          ,          ,          ,          ,          ,          ***** RUN:12/15/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER      6(INDEX) 5(PCAS ) 3(OBJDET) 1(FUND ) FUND(ALL ) GL(ALL )
                                DEPARTMENT OF AIR QUALITY
                                ENCUMBRANCE & OBLIGATION DOCUMENTS SUPPORTING THE Q16 REPORT
                                AS OF 11/30/04
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***** PAGE 49

FFY:	04	
FUND:	0439	UNDERGROUND STORAGE TANK CLEAN-UP FUND
FUND SOURCE:	D	CLEARING ACCOUNT
PROGRAM:	10-20-160-165-16596	DOD-CR SAN DIEGO NCTS

SEC	SS	U	SU	SSU	INDX	DESCRIPTION	C	OB	DTL	GLAN	DOCUMENT	NO	CR	DATE	LST	PROC
-----						-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
VENDOR NO/SFX		VENDOR NAME		ORIGINAL DOCUMENT		ADJUSTMENTS		LIQUIDATIONS		PAYMENTS		BALANCE				
-----						-----	-----	-----	-----	-----	-----	-----	-----			
25	0250	DIVISION OF WATER QUALITY				3-25-382	6150	C0004018-03	08/09/04	08/09/04						
9999999999-99	DEPT. OF FISH AND		5,000.00				0.00		0.00		0.00		5,000.00			
*TOTAL OBJECT DETAIL 382							5,000.00		0.00		0.00		5,000.00			
*TOTAL OBJECT 25							5,000.00		0.00		0.00		5,000.00			
*TOTAL CATEGORY 3							5,000.00		0.00		0.00		5,000.00			
*TOTAL INDEX 0250							5,000.00		0.00		0.00		5,000.00			
*TOTAL SECTION 25							5,000.00		0.00		0.00		5,000.00			
*TOTAL PCA 16596							5,000.00		0.00		0.00		5,000.00			
*TOTAL TASK 165							91,600.00		0.00		11,872.38-		11,872.38-	79,727.62		

EXHIBIT III-D14

REPORT NAME:	Encumbrance and Obligation Documents Supporting the Q19 Expenditure Report	REPORT NO:	CSTARD14
PURPOSE:	Lists documents that support the Encumbrances and Obligations column on the Q19 Report.		
DESCRIPTION:	The report lists Document File records for General Ledger Accounts 6150 and 6170 with balances other than zero that contain a Project Number. Records are listed in the same sequence as the Q19 Report and sorted within that sequence by Document Number. (The totals for a Category match the applicable Q19 Report line when requested at the same level with the GLAN 6150 option.)		
REPORT REQUEST OPTIONS:			
Report Period:			
FM: CM, PM or PY			
P: Blank=All Fiscal Years, C=Current Fiscal Year, P=Prior Fiscal Years			
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
0-No Organization	0-No Program	0-No Object	0-No Fund
1-Section	1-Program	1-Category	1-Fund
2-Sub-Section	2-Element	2-Object	2-Fund Detail
3-Unit	3-Component	3-Object Detail	4-Fund after PCA
4-Sub-Unit	4-Task	4-Agency Object	5-Fund Detail
5-Sub-Sub-Unit	5-PCA		after PCA
6-Index			
Fund Selection: Blank (all Funds) or any valid Fund			
GLA Selection: Blank (6150 and 6170), 6150 or 6170			
Additional Report Selection Options Popup Screen:			
Index Range:	Enter the Index or range of Indexes. Leave blank for all Indexes.		
PCA Range:	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
OBJ Range:	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
FFY Selection:	Enter the FFY or leave blank for all FFYs.		
PRJ/WP Selection:	Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.		
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: PM or PY			
P: Blank only			
Level of Detail: All options available			
Fund Selection: Blank only			
GLA Selection: Blank only			
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only			

EXHIBIT III-D14 (Continued)

REPORT NAME: Encumbrance and Obligation Documents Supporting the Q19 Expenditure Report	REPORT NO: CSTARD14																																								
FINANCIAL ELEMENTS: <p>Original Document: The amount of the document established by the original accounting transaction. Normal balance is a Debit.</p> <p>Adjustments: Net of subsequent adjustment entries to increase or decrease the document. Balance may be either a Debit or a Credit.</p> <p>Liquidations: The amount of the liquidations posted to the document. After final payment for Encumbrances (GLA 6150), this amount equals the total of the Original Document and Adjustments columns. Normal balance is a Credit.</p> <p>Payments: The actual collections or payments made against the document. For Encumbrances, this column does not always equal the Liquidations column. Normal balance is a Debit.</p> <p>Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. Normal balance is a Debit.</p>																																									
SPECIAL NOTES: <p>The Document File is not affected by Cost Allocation or Fund Split. Therefore, the Q19 Report must be requested with the General Ledger Account 6150 option. Otherwise, the Q19 and the CSTARD14 encumbrance difference represents allocated encumbrances.</p> <p>When the report is requested with Fund Detail (Fund level is 2 or 5), the Fund Detail code is used to sort the documents. Agencies do not have to indicate an Appropriation Control Indicator of 1 (Fund Detail Level) on the D23 table in order to have documents sorted by Fund Detail on this report.</p> <p>When the requested Fund level is 4 or 5, Fund and Fund Source follow Organization in the sorting of records on the report.</p> <p>The program and organization data displayed on the report is from the informational area of the Document File record. The program and organization Document File Key data is not used for sorting purposes.</p> <p>Documents with a zero balance are excluded from the report.</p>																																									
REPORT SORT: <p>When Fund Level of Detail is 1 or 2:</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 25%;">DATA FIELD</th> <th style="width: 30%;">SELECTION OPTIONS</th> <th style="width: 20%;">PAGE-BREAK</th> <th style="width: 25%;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>Project</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>FFY</td> <td>Report Period: P</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Fund</td> <td>Level of Detail: F</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Fund Source</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Organization</td> <td>Level of Detail: I</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Program</td> <td>Level of Detail: P</td> <td>No</td> <td>Yes</td> </tr> <tr> <td>Category</td> <td>Level of Detail: O/S</td> <td>No</td> <td>Yes</td> </tr> <tr> <td>General Ledger</td> <td>GLAN</td> <td>No</td> <td>No</td> </tr> <tr> <td>Document Number</td> <td>None</td> <td>No</td> <td>No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Project	None	Yes	Yes	FFY	Report Period: P	Yes	Yes	Fund	Level of Detail: F	Yes	Yes	Fund Source	None	Yes	Yes	Organization	Level of Detail: I	Yes	Yes	Program	Level of Detail: P	No	Yes	Category	Level of Detail: O/S	No	Yes	General Ledger	GLAN	No	No	Document Number	None	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																																						
Project	None	Yes	Yes																																						
FFY	Report Period: P	Yes	Yes																																						
Fund	Level of Detail: F	Yes	Yes																																						
Fund Source	None	Yes	Yes																																						
Organization	Level of Detail: I	Yes	Yes																																						
Program	Level of Detail: P	No	Yes																																						
Category	Level of Detail: O/S	No	Yes																																						
General Ledger	GLAN	No	No																																						
Document Number	None	No	No																																						

EXHIBIT III-D14 (Continued)

```
CSTARD14 9990 (DEST: AA SPEC) PM, ,0,0,0,1, , , , , , , ***** RUN:12/14/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER      0(ORG ) 0(NOPGM) 0(NO OBJ) 1(FUND ) FUND(ALL ) GL(ALL )
```

DEPARTMENT OF AIR QUALITY
ENCUMBRANCE & OBLIGATION DOCUMENTS SUPPORTING Q19 EXPENDITURE REPORT
AS OF 11/30/04

***** PAGE 1

PROJ-WP: SRFFED-99

SRF - SECOND USE MONEY

FFY: 04

FUND: 0617

FUND SOURCE: W

STATE WATER POLLUTION CONTROL REVOLVING FUND

WORKING CAPITAL AND REVOLVING FUNDS

DESCRIPTION			GLAN	DOCUMENT NO	CR DATE	LST PROC	
VENDOR NO/SFX	VENDOR NAME	ORIGINAL DOCUMENT	ADJUSTMENTS	LIQUIDATIONS	PAYMENTS	BALANCE	
9999999999-99	CO SANIT. DIST. #2 OF LA	499,972.00	6150	C0000821-00	07/14/04	07/14/04	
			0.00		0.00		499,972.00
9999999999-99	CO SANIT. DIST. #2 OF LA	179,281.00	6150	C0000830-00	07/14/04	07/14/04	
			0.00		0.00		179,281.00
9999999999-99	LA CO SANIT. DIST. OF LA	183,620.00	6150	C0001806-00	07/14/04	07/14/04	
			0.00		0.00		183,620.00
9999999999-99	LA CO SANIT. DIST. OF LA	62,993.00	6150	C0001808-00	07/14/04	07/14/04	
			0.00		0.00		62,993.00

EXHIBIT III-D15

REPORT NAME:	Encumbrance and Obligation Documents Supporting the Q18 Expenditure Report			REPORT NO:	CSTARD15
PURPOSE:	Lists documents that support the Encumbrances and Obligations column on the Q18 Report.				
DESCRIPTION:	The report lists Document File records for General Ledger Accounts 6150 and 6170 with balances other than zero that have a Project Number. Records are listed in the same sequence as the Q18 Report and sorted within that sequence by Document Number. (The totals for a Category match the applicable Q18 Report line when requested at the same level with the GLAN 6150 option.)				
REPORT REQUEST OPTIONS:					
Report Period:					
FM: CM, PM or PY					
P: Blank=All Fiscal Years, C=Current Fiscal Year, P=Prior Fiscal Years					
Level of Detail:					
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>		
0-No Organization	0-No Program	0-No Object	0-No Fund		
1-Section	1-Program	1-Category	1-Fund		
2-Sub-Section	2-Element	2-Object	2-Fund Detail		
3-Unit	3-Component	3-Object Detail	4-Fund after PCA		
4-Sub-Unit	4-Task	4-Agency Object	5-Fund Detail		
5-Sub-Sub-Unit	5-PCA		after PCA		
6-Index					
Fund Selection: Blank (all Funds) or any valid Fund					
GLA Selection: Blank (6150 and 6170), 6150 or 6170					
Additional Report Selection Options Popup Screen:					
Index Range:	Enter the Index or range of Indexes. Leave blank for all Indexes.				
PCA Range:	Enter the PCA or range of PCAs. Leave blank for all PCAs.				
OBJ Range:	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.				
FFY Selection:	Enter the FFY or leave blank for all FFYs.				
PRJ/WP Selection:	Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.				
Destination Options: All available output media					
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:					
Report Period FM: PM or PY					
P: Blank only					
Level of Detail: All options available					
Fund Selection: Blank only					
GLA Selection: Blank only					
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only					

EXHIBIT III-D15 (Continued)

REPORT NAME: Encumbrance and Obligation Documents Supporting the Q18 Expenditure Report	REPORT NO: CSTARD15																																								
FINANCIAL ELEMENTS: <p>Original Document: The amount established by the original accounting transaction. Normal balance is a Debit.</p> <p>Adjustments: Net of subsequent adjustment entries to increase or decrease the document. Balance may be either a Debit or a Credit.</p> <p>Liquidations: The amount of the liquidations posted to the document. After final payment for Encumbrances (GLA 6150), this amount equals the total of the Original Document and Adjustments columns. Normal balance is a Credit.</p> <p>Payments: The actual collections or payments made against the document. For Encumbrances, this column does not always equal the Liquidations column. Normal balance is a Debit.</p> <p>Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. Normal balance is a Debit.</p>																																									
SPECIAL NOTES: <p>The Document File is not affected by Cost Allocation or Fund Split. Therefore, the Q18 Report must be requested with the General Ledger Account 6150 option. Otherwise, the Q18 Report and D15 Report encumbrance difference represents allocated encumbrances.</p> <p>When the report is requested with Fund Detail (Fund level is 2 or 5), the Fund Detail code is used to sort the documents. Agencies do not have to indicate an Appropriation Control Indicator of 1 (Fund Detail Level) on the D23 table in order to have documents sorted by Fund Detail on this report.</p> <p>When the requested Fund level is 4 or 5, Fund and Fund Source follow Program in the sorting of records on the report.</p> <p>The program and organization data displayed on the report is from the informational area of the Document File record. The program and organization Document File Key data is not used for sorting purposes.</p> <p>Documents with a zero balance are excluded from the report.</p>																																									
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DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																																						
Project	None	Yes	Yes																																						
FFY	Report Period: P	Yes	Yes																																						
Fund	Level of Detail: F	Yes	Yes																																						
Fund Source	None	Yes	Yes																																						
Program	Level of Detail: P	Yes	Yes																																						
Organization	Level of Detail: I	No	Yes																																						
Category	Level of Detail: O/S	No	Yes																																						
General Ledger	GLAN	No	No																																						
Document Number	None	No	No																																						

EXHIBIT III-D15 (Continued)

CSTARD15 9990 (DEST: AA SPEC) PM , 0,1,4,1, , , , , ***** RUN:12/16/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER 0(ORG) 1(PROG) 4(AGYOBJ) 1(FUND) FUND(ALL) GL(ALL)

ENCUMBRANCE & OBLIGATION DOCUMENTS SUPPORTING Q18 EXPENDITURE REPORT
AS OF 11/30/04

***** PAGE 8

PROJECT-WP:	989697-00	FY 00 NPS MANAGEMENT PROGRAM
FFY:	03	
FUND:	0001	GENERAL FUND
FUND SOURCE:	D	CLEARING ACCOUNT
PROGRAM:	10	WATER QUALITY PROGRAM

[illegible]

VENDOR NO/SFX	VENDOR NAME	ORIGINAL DOCUMENT	ADJUSTMENTS	LIQUIDATIONS	PAYMENTS	BALANCE
9999999999-99	TOWN OF TRUCKEE	38,500.00	0.00	0.00	0.00	38,500.00
*TOTAL AGENCY OBJECT 01		38,500.00	0.00	0.00	0.00	38,500.00
9999999999-99	FOUNDATION FOR CALIF	51,500.00	0.00	31,606.12-	31,606.12-	19,893.88
*TOTAL AGENCY OBJECT 05		51,500.00	0.00	31,606.12-	31,606.12-	19,893.88
*TOTAL OBJECT DETAIL 418		90,000.00	0.00	31,606.12-	31,606.12-	58,393.88
*TOTAL OBJECT 26		90,000.00	0.00	31,606.12-	31,606.12-	58,393.88
*TOTAL CATEGORY 3		90,000.00	0.00	31,606.12-	31,606.12-	58,393.88
*TOTAL PROGRAM 10		175,342,321.62	2,313,970.00	26,665,882.21-	26,641,289.11-	150,990,409.41
*TOTAL FUND SOURCE D		175,342,321.62	2,313,970.00	26,665,882.21-	26,641,289.11-	150,990,409.41
*TOTAL FUND 0001		175,342,321.62	2,313,970.00	26,665,882.21-	26,641,289.11-	150,990,409.41
*TOTAL FFY 03		175,342,321.62	2,313,970.00	26,665,882.21-	26,641,289.11-	150,990,409.41

EXHIBIT III-D16 (Continued)

REPORT NAME:	Document Report for SCO Reconciliation	REPORT NO:	CSTARD16
PURPOSE:	Provides a detail listing of documents that support the DB1 Report. The DB1 Report is used to perform the SCO/CALSTARS monthly reconciliation. See also D06 Report.		
DESCRIPTION:	Lists individual Document File records that are summarized on the DB1 Report.		
REPORT REQUEST OPTIONS:			
Report Period:			
FM: CM, PM or PY			
P: Not Applicable			
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
0-No Organization	Not Applicable	Not Applicable	1-Fund
1-Section			2-Fund Detail
Fund Selection: Blank (all Funds) or any valid Fund			
GLA Selection: Blank (all GLAs) or any valid GLA			
Additional Report Selection Options Popup Screen:			
Index Range:	Enter the Index or range of Indexes. Leave blank for all Indexes.		
PCA Range:	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
OBJ Range:	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
FFY Selection:	Enter the FFY or leave blank for all FFYs.		
PRJ/WP Selection:	Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.		
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: PM or PY			
Level of Detail: All options available			
Fund Selection: Blank only			
GLA Selection: Blank only			
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only			

EXHIBIT III-D16 (Continued)

REPORT NAME: Document Report for SCO Reconciliation	REPORT NO: CSTARD16
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FINANCIAL ELEMENTS:

Original Document: The amount established by the original accounting transaction. Normal balance is a Debit for Receivables and a Credit for Payables.

Adjustments: Net of subsequent adjustment entries to increase or decrease the original document. The balance may be either a Debit or a Credit.

Liquidations: The amount of liquidations made against the document. Normal balance is a Credit for Receivables and a Debit for Payables.

Payments: The amount of collections/payments made against the document. Normal balance is a Credit for Receivables and a Debit for Payables.

Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. Normal balance is a Debit for Receivables and a Credit for Payables.

SPECIAL NOTES:

The report includes Document records for General Ledgers 1190, 1311 through 1315, 1319, 1330, 1340, 1380, 1400, 1500, 1710, 1730, 1740, 1750, 3010, 3020, 3040, 3110, 3210, 3220, 3290, 3730, 6150, and 6170. Document records are listed on this report for the specified General Ledgers ONLY when the document has an Appropriation Symbol number.

Refer to the DB1 table for an explanation of system assigned SCO Type values and Document File record selection criteria.

When Reference is **980**, the report shows **000**.

When Account Type is **PR**, the Reference is followed by the FFY. When Account Type is **CA**, the report uses **99** for the program and "Clearing Account" as the program title.

If all financial fields are zero, the Document File record is not on this report. If the Original Document, Liquidations and Balance are all zero, the Document File record is not on this report.

Obligations are not shown on a PY report.

REPORT SORT:

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Section	Level of Detail: I	Yes	No
Fund	Level of Detail: F	Yes	No
ENY	None	Yes	No
Reference	None	Yes	No
SCO Type	None	Yes	No
Account Type	None	Yes	No
Program/Category/ Source	None	Yes	No
General Ledger	None	Yes	Yes
Document Number	None	No	No

EXHIBIT III-D16 (Continued)

CSTARD16 9990 (DEST: AA SPEC) PM, ,0,0,0,1, , , , , , , ***** RUN:12/16/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER 0(ORG)***** 1(FUND) FUND(ALL) GL(ALL)

DEPARTMENT OF AIR QUALITY
DOCUMENT REPORT FOR SCO RECONCILIATION
AS OF 11/30/04

***** PAGE 158

FUND:	0001	GENERAL FUND
ENACTMENT YR:	04	
REFERENCE:	001	
SCO TYPE:	F	REIMBURSEMENTS
ACCT TYPE:	90	SCHEDULED REIMBURSEMENTS
PROG/CAT/SOURCE:		
GENERAL LEDGER:	1500	DUE FROM OTHER GOVERNMENTS

DOC NO /SFX FFY PG EL CMP TSK C OB DTL AO										ORIGINAL DOCUMENT		ADJUSTMENTS		LIQUIDATIONS		PAYMENTS		BALANCE	
FUND REF		A/S	FS	MD	INDX	SOURCE		PCA	PROJECT	SUBSIDRY	DOC DATE	CR DATE	LST	PROC	VENDOR NO/SFX	VENDOR NAME			
40000008 00 04 10									9,309.48		0.00		9,309.48-		9,309.48-		0.00		
0001 001 190 R 1 0140 991936-34 80821									15900000		04-09-30 04-10-18		04-12-06		ALAMEDA		CORRIDOR-24201		
40000011 00 04 10									20,804.83		0.00		20,804.83-		20,804.83-		0.00		
0001 001 190 R 1 0150 991936-39 80821									15900000		04-09-30 04-10-18		04-12-01		CITY OF VACAVILLE-41407				

CSTARD16 9990 (DEST: AA SPEC) PM, ,0,0,0,1, , , , , , , , ***** RUN:12/16/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER 0(ORG)***** 1(FUND) FUND(ALL) GL(ALL)

DEPARTMENT OF AIR QUALITY
DOCUMENT REPORT FOR SCO RECONCILIATION
AS OF 11/30/04

***** PAGE 250

FUND:	0439	UNDERGROUND STORAGE TANK CLEAN-UP FUND
ENACTMENT YR:	02	
REFERENCE:	001	
SCO TYPE:	D	DISBURSEMENTS (EXPENDITURES)
ACCT TYPE:	00	SCHEDULED ITEM
PROG/CAT/SOURCE:	10	
GENERAL LEDGER:	6150	ENCUMBRANCES

DOC NO /SFX FFY PG EL CMP TSK C OB DTL AO										ORIGINAL DOCUMENT		ADJUSTMENTS		LIQUIDATIONS		PAYMENTS		BALANCE							
FUND REF		A/S		FS MD		INDX		SOURCE		PCA		PROJECT		SUBSIDRY		DOC DATE		CR DATE		LST PROC		VENDOR NO/SFX		VENDOR NAME	
LC014702 01 02										10 30 300		305 3-33-570-01		5,000.00		0.00		741.00-		741.00-		4,259.00			
0439 001 131 0										1 0550		30530		03-01-24		03-01-27		03-02-05		9999999999-99		JOHN DOE			

EXHIBIT III-D17

REPORT NAME:	Document Report By Project and General Ledger	REPORT NO:	CSTARD17
PURPOSE:	Lists all Documents by Project Number/Work Phase, Fund and General Ledger Account Number.		
DESCRIPTION:	The report displays all Document File records with Project Number and a balance other than zero by Project, Fund and General Ledger Account Number.		
REPORT REQUEST OPTIONS:			
Report Period:			
FM: CM, PM or PY			
P: Not Applicable			
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
Not Applicable	Not Applicable	Not Applicable	0-No Fund
			1-Fund
			2-Fund Detail
Fund Selection: Blank (all Funds) or any valid Fund			
GLA Selection: Blank (all GLAs) or any valid GLA			
Additional Report Selection Options Popup Screen:			
Index Range:	Enter the Index or range of Indexes. Leave blank for all Indexes.		
PCA Range:	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
OBJ Range:	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
FFY Selection:	Enter the FFY or leave blank for all FFYs.		
PRJ/WP Selection:	Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.		
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: PM or PY			
Level of Detail: All options available			
Fund Selection: Blank only			
GLA Selection: Blank only			
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only			

EXHIBIT III-D17 (Continued)

REPORT NAME: Document Report By Project and General Ledger	REPORT NO: CSTARD17																								
<p>FINANCIAL ELEMENTS:</p> <p>Original Document: The amount established by the original accounting transaction. Normal balance is a Debit for Receivables; a Credit for Payables.</p> <p>Adjustments: Net of subsequent adjustment entries to increase or decrease the document. Balance may be either a Debit or a Credit.</p> <p>Liquidations: The amount of the liquidations posted to the document. After final payment for Encumbrances (GLA 6150), this amount equals the total of the Original Document and Adjustments columns. Normal balance is a Credit for Receivables; a Debit for Payables.</p> <p>Payments: The actual collections or payments made against the document. For Encumbrances, this column does not always equal the Liquidations column. Normal balance is a Credit for Receivables; a Debit for Payables.</p> <p>Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. Normal balance is a Debit for Receivables; a Credit for Payables.</p>																									
<p>SPECIAL NOTES:</p> <p>When the report is requested with Fund Detail (Fund level is 2), the Fund Detail code is used to sort the documents. Agencies do not have to indicate an Appropriation Control Indicator of 1 (Fund Detail Level) on the D23 table in order to have documents sorted by Fund Detail on this report.</p> <p>Documents with a zero balance are excluded from the report.</p>																									
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DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																						
Project	None	Yes	Yes																						
Fund	Level of Detail: F	Yes	Yes																						
General Ledger	GLAN	Yes	Yes																						
Document Number	None	No	No																						
FFY	None	No	No																						

EXHIBIT III-D17 (Continued)

CSTARD17 9990 (DEST: AA SPEC) PM, ,0,0,0,1, , , , , , , , , ,989697 ***** RUN:12/14/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER ***** 1(FUND) FUND(ALL) GL(ALL) SPECIAL SELECT: PROJECT: 989697

DEPARTMENT OF AIR QUALITY
DOCUMENT REPORT BY PROJECT AND GENERAL LEDGER
AS OF 11/30/04

***** PAGE 1

PROJECT:	989697	FY 00 NPS MANAGEMENT PROGRAM
WORK PHASE:	00	FY 00 NPS MANAGEMENT PROGRAM
FUND:	0001	GENERAL FUND
GENERAL LEDGER:	6150	ENCUMBRANCES

DOCUMENT NO	FY	EY	C	OB	DTL	AO	ORIGINAL DOCUMENT			ADJUSTMENTS		LIQUIDATIONS		PAYMENTS	BALANCE
AS	FS	M	REF	INDX	SOURCE	PCA	DOC DATE	CR DATE	LST	PROC	VENDOR NO/SFX	VENDOR NAME			
C0000121-00	02	02	3-26-418-01				20,198.00				0.00	0.00	0.00		20,198.00
900 D 2	001	0250	000000			43611	10/21/02	10/21/02		9999999999-99		SOUTH SONOMA CTY RES			
C0000131-00	02	02	3-26-418-01				50,000.00				0.00	0.00	0.00		50,000.00
900 D 2	001	0250	000000			43611	04/08/03	04/08/03		9999999999-99		COUNTY OF ALAMEDA			
C0000161-00	02	02	3-26-418-01				160,000.00				0.00	0.00	0.00		160,000.00
900 D 2	001	0250	000000			43611	10/21/02	10/21/02		9999999999-99		ALAMEDA COUNTY RESOU			
C0000184-00	02	02	3-26-418-01				150,000.00				0.00	15,886.52-	0.00		134,113.48
900 D 2	001	0250	000000			43611	10/21/02	12/07/04		9999999999-99		SUSTAINABLE COTTON P			

EXHIBIT III-D18

REPORT NAME:	Encumbrances of Continuing Appropriations	REPORT NO:	CSTARD18
PURPOSE:	Provides a detail listing of Encumbrances of Continuing Appropriations within the Document File (DF). Used to evaluate encumbrances within the DF, which are posted against Continuing Appropriations. Request this report at year-end prior to running Year-End A Run to list encumbrances that will be rolled to the new FFY as a part of the Year-End (YEC) Process .		
DESCRIPTION:	The report lists all General Ledger Account 6150 (Encumbrances) entries within the DF, which are posted to an Appropriation Symbol with a Reversion Indicator set to a 2 or 9 . During the Year-End Close Process (YEC), these encumbrances are closed in the old FFY and re-established in the new FFY through the generation of system transactions. To ensure agencies are aware of the encumbrances posted against Continuing Appropriations, agencies are required to order the D18 per the CALSTARS Year-End Check List.		
REPORT REQUEST OPTIONS:			
Report Period:			
FM: CM, PM or PY			
P: Not Applicable			
Level of Detail:			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source(O/S)</u>	<u>Fund (F)</u>
0-No Organization	Not Applicable	Not Applicable	1-Fund
1-Section			2-Fund Detail
Fund Selection: Blank (all Funds) or any valid Fund			
GLA Selection: Not applicable			
Additional Report Selection Options Popup Screen: Not applicable			
Destination Options: All available output media			
E1 (Electronic Storage) Report Request Options: E1 options are limited to the following:			
Report Period FM: PM or PY			
Level of Detail: All options available			
Fund Selection: Blank only			
Additional Report Selection Options Popup Screen: All selections and ranges – Blank only			
FINANCIAL ELEMENTS:			
Original Document: The amount established by the original accounting transaction. Normal balance for encumbrances is a Debit.			
Adjustments: Net of subsequent adjustment entries to increase or decrease the original document. The balance may be either a Debit or a Credit.			
Liquidations: The amount of liquidations made against the document. Normal balance is a Credit.			
Payments: The amount of collections/payments made against the document. Normal balance is a Credit.			
Balance: Calculated as the sum of Original Document, Adjustments and Liquidations. Normal balance for encumbrances is a Debit.			

EXHIBIT III-D18

REPORT NAME: Encumbrances of Continuing Appropriations	REPORT NO: CSTARD18
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SPECIAL NOTES:

The report only includes Document records for General Ledgers 6150 when the document has an Appropriation Symbol Number and the Reversion Indicator is set to **2** or **9**.

The report excludes all records for Fund 0998 (Office Revolving Fund).

Refer to the DB1 table for an explanation of system assigned SCO Type values and Document File record selection criteria.

When Reference is **980**, the report shows **000**.

When Account Type is **PR**, the Reference is followed by the FFY. When Account Type is **CA**, the report uses **99** for the Program and "Clearing Account" as the program title.

If all financial fields are zero, the Document File record is not shown on this report. If the Original Document, Liquidations and Balance are all zero, the Document File record is not shown on this report.

REPORT SORT:

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Section	Level of Detail: I	Yes	No
Fund	Level of Detail: F	Yes	No
ENY	None	Yes	No
Reference	None	Yes	No
SCO Type	None	Yes	No
Account Type	None	Yes	No
Program/Category/ Source	None	Yes	No
General Ledger	None	Yes	Yes
Document Number	None	No	No

EXHIBIT III-D18

CSTARD18 9990 (DEST: AA SPEC) PM, ,0,0,0,1, , , , , , , ***** RUN:12/14/04 TIME:06.00
FISCAL MONTH: 05 NOVEMBER 0(ORG)***** 1(FUND) FUND(ALL)*****

DEPARTMENT OF AIR QUALITY
ENCUMBRANCES OF CONTINUING APPROPRIATIONS
AS OF 11/30/04

***** PAGE 2

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FUND:          0033 STATE ENERGY CONSERVATION ASSISTANCE ACCT
ENACTMENT YR:  94
REFERENCE:     517
SCO TYPE:      D    DISBURSEMENTS (EXPENDITURES)
ACCT TYPE:     00    SCHEDULED ITEM
PROG/CAT:
GENERAL LEDGER: 6150 ENCUMBRANCES

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DOC NO /SFX FFY PG EL CMP TSK C OB DTL AO										ORIGINAL DOCUMENT		ADJUSTMENTS		LIQUIDATIONS		PAYMENTS		BALANCE	
FUND REF A/S REV IND FS MD INDX PCA										PROJECT	SUBSIDRY	DOC DATE	CR DATE	LST PROC	VENDOR NO/SFX	VENDOR NAME			
00204	ECB	01	04	20	30	016	003	4-52	626	387,158.90			0.00		0.00	0.00	387,158.90		
0033	517	155		9		S	1	4400	44416	ECAAAA-01		04-08-03	04-08-03	9999999999-99	CITY OF GARDEN GROVE				
00304	ECA	00	04	20	30	016	003	4-52	626	1,622,940.00			0.00	0.00	0.00	1,622,940.00			
0033	517	155		9		S	1	4400	44416	ECAAAA-01		04-08-03	04-08-03	9999999999-99	CITY & COUNTY OF SAN FRANCISCO				
00404	ECA	00	04	20	30	016	003	4-52	626	600,000.00			0.00	0.00	0.00	600,000.00			
0033	517	155		9		S	1	4400	44416	ECAAAA-01		04-08-03	04-08-03	9999999999-99	ROSS VALLEY UNIFIED SD				